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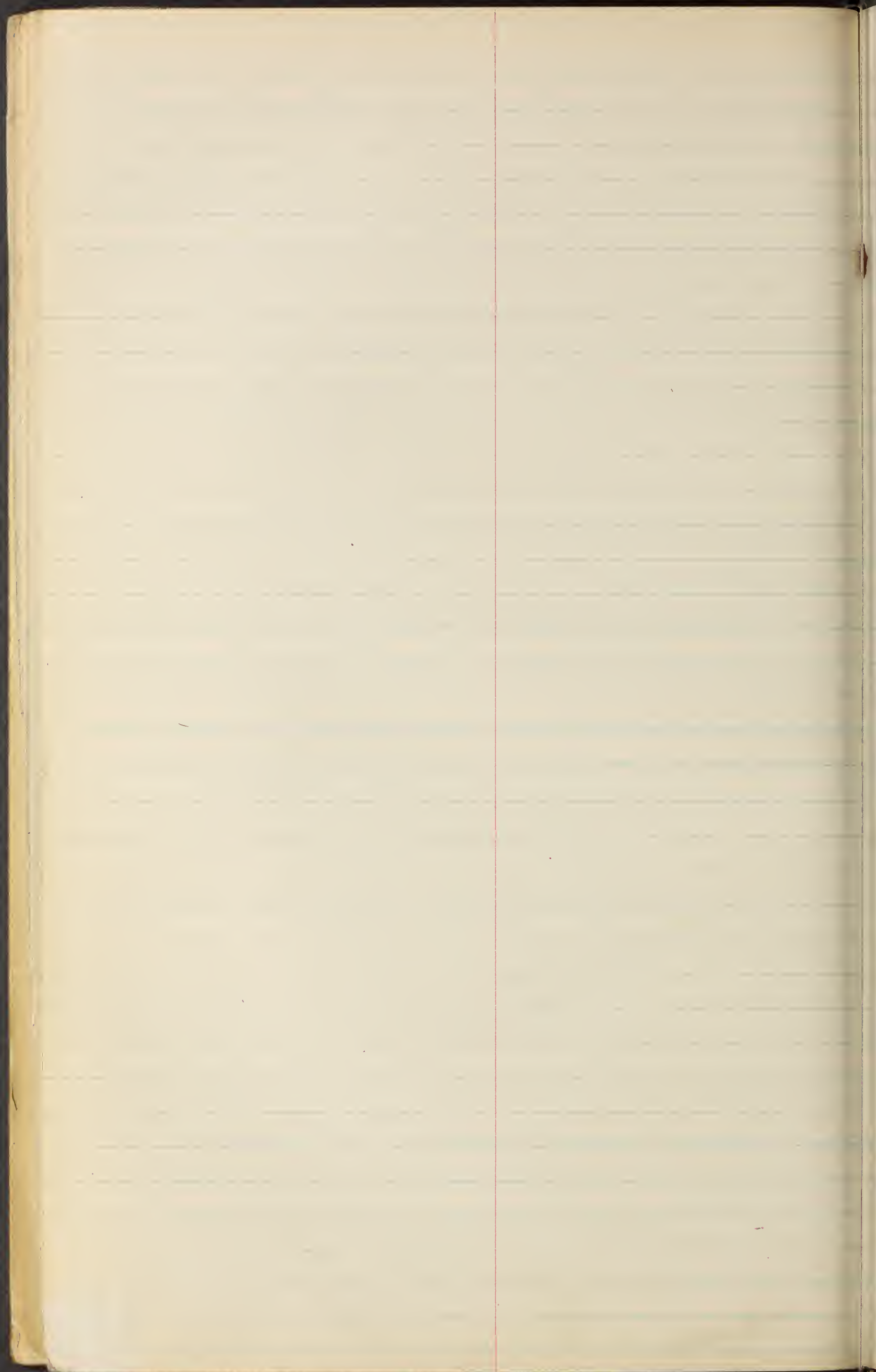
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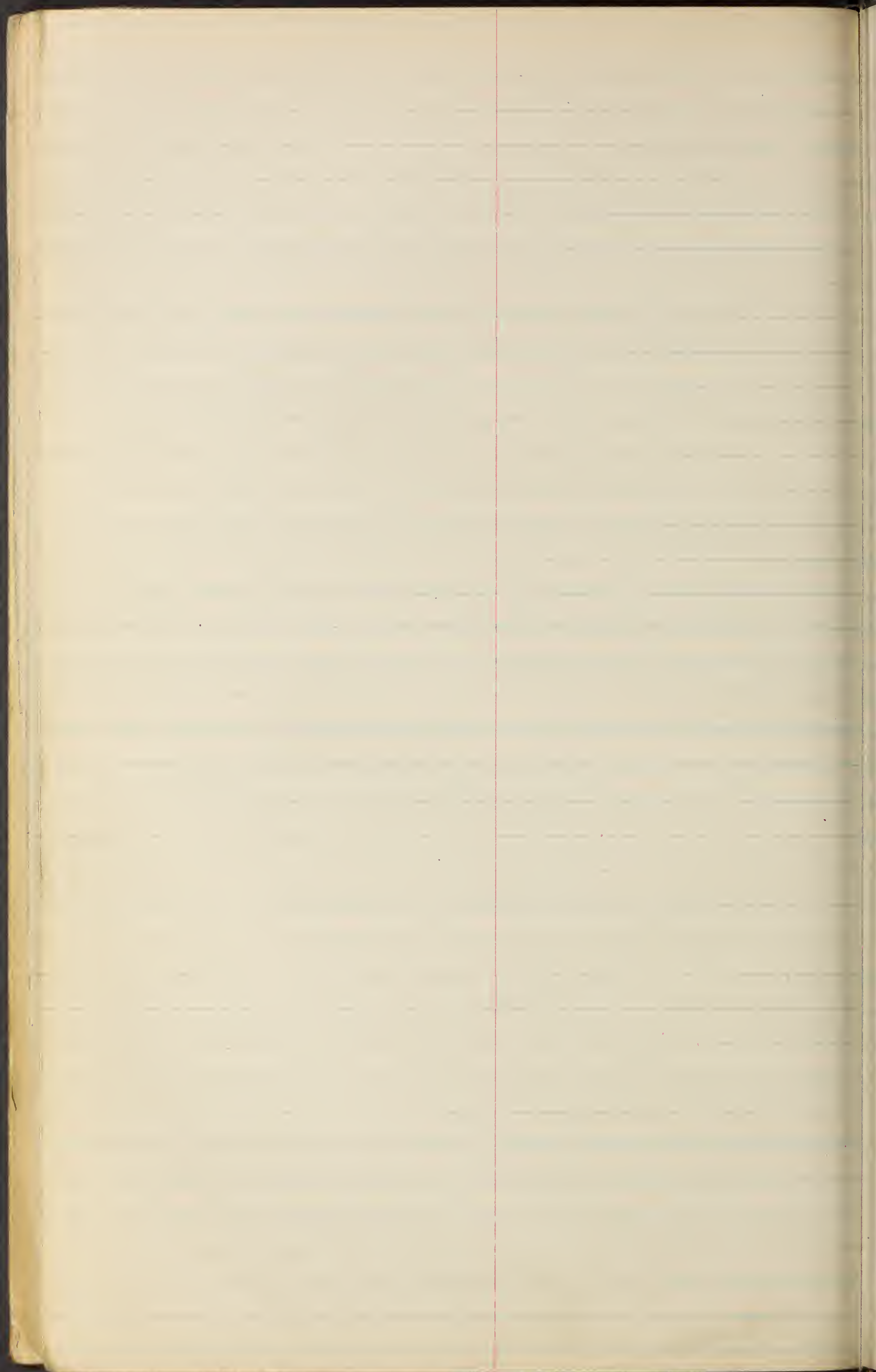
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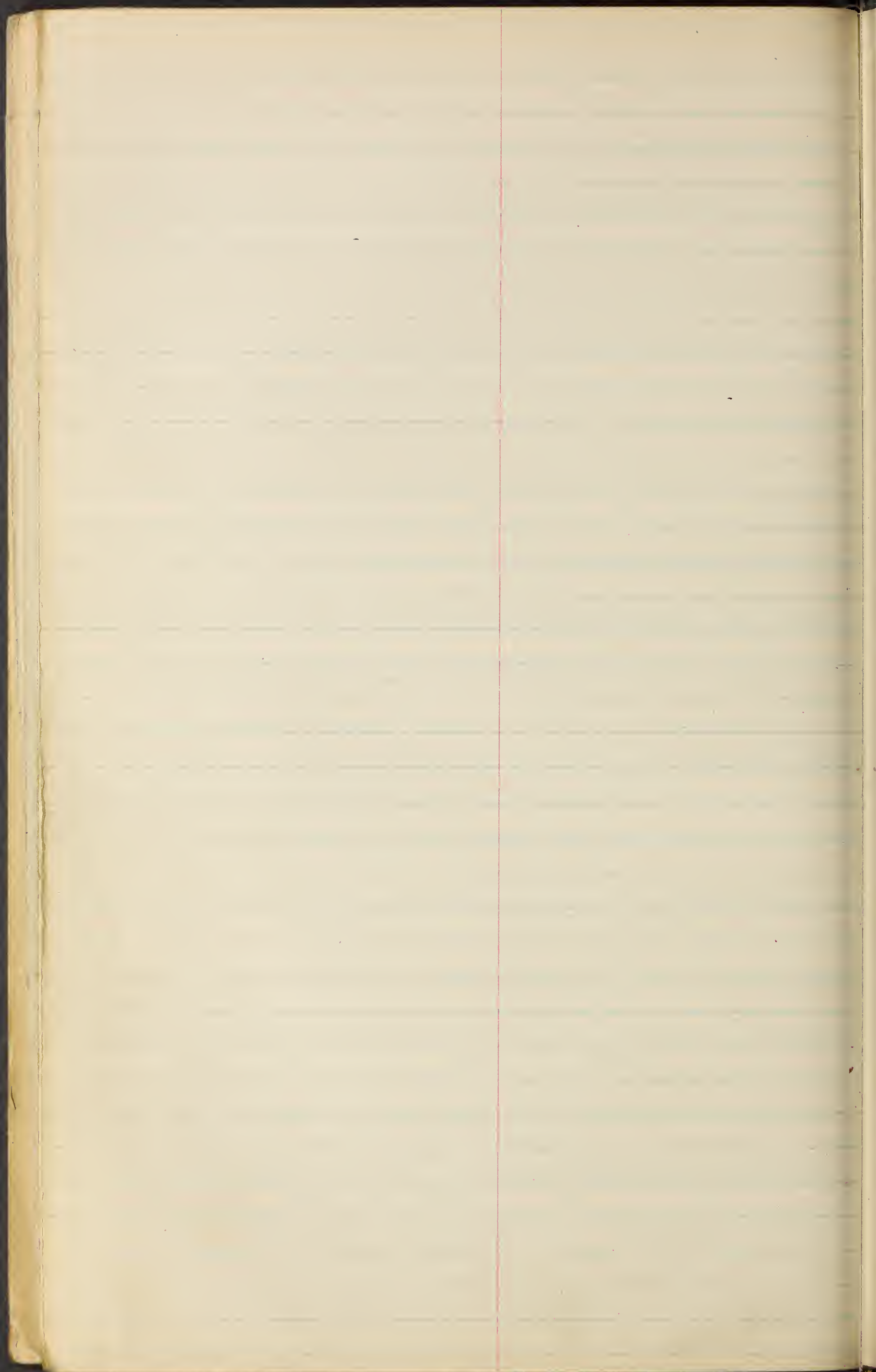






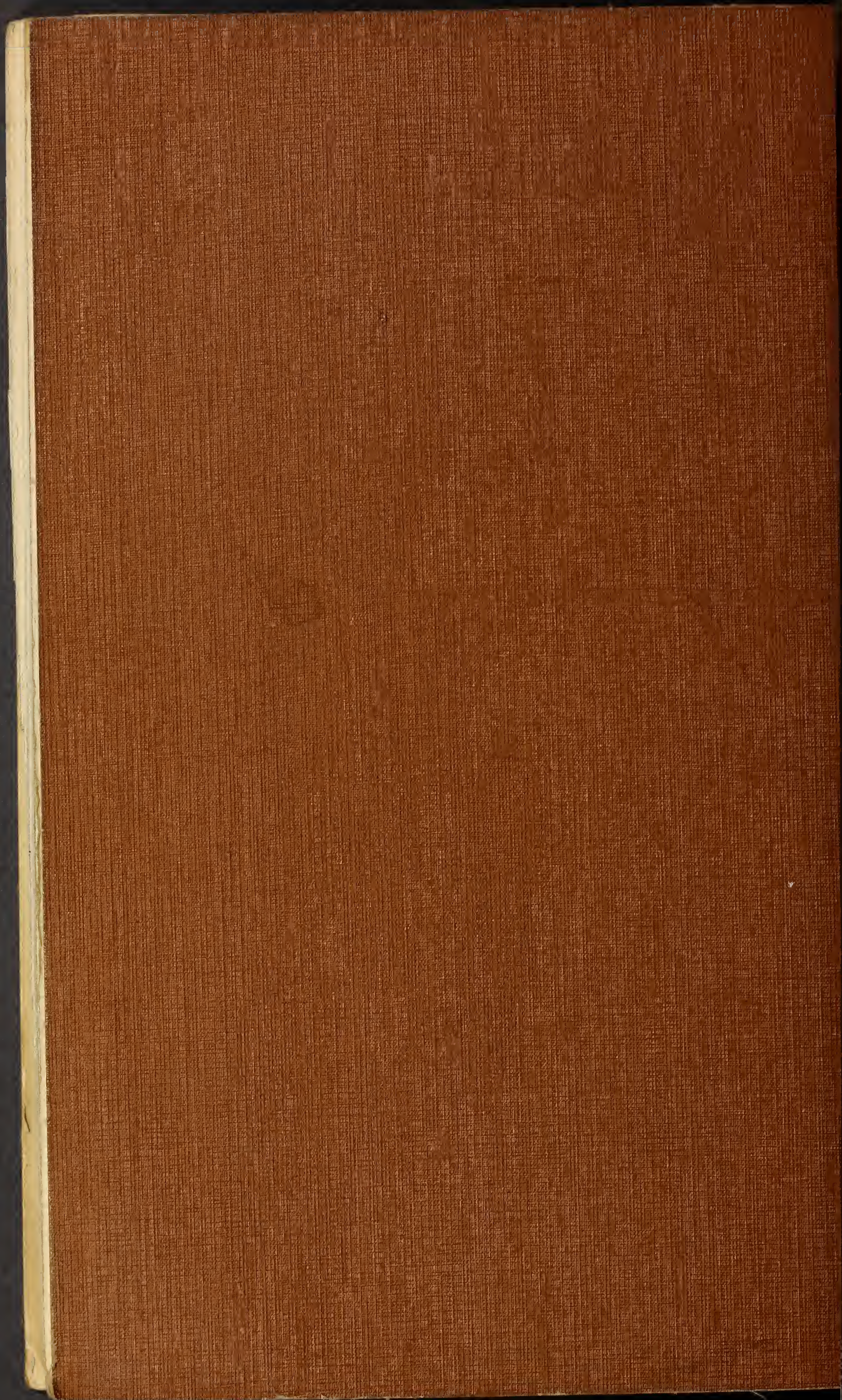












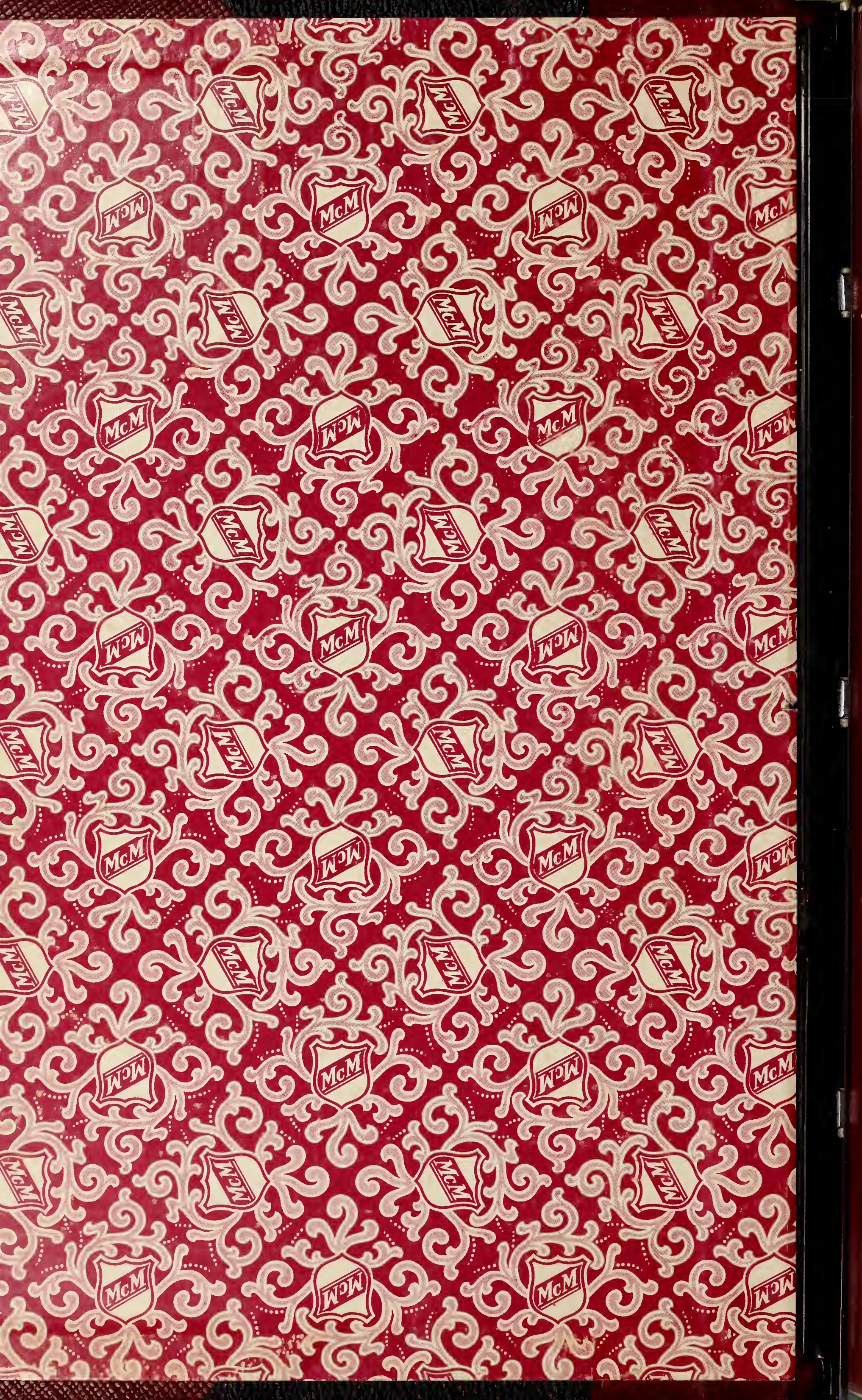


BOARD OF GOVERNORS  
UNIVERSITY OF TORONTO

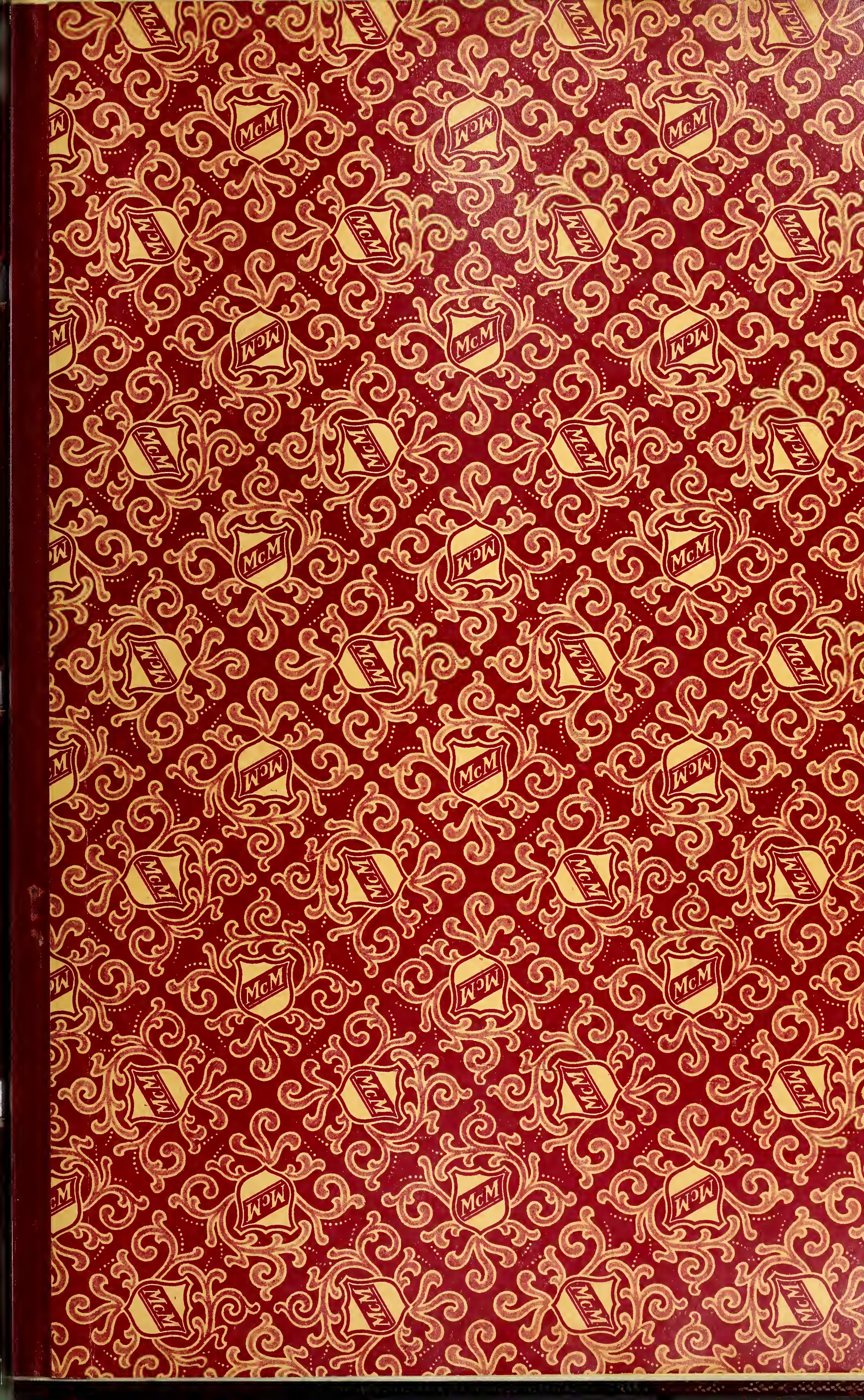
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MINUTE BOOK

















HTO-0024/032 (016)

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Tuesday, May 22nd, 1945, at 4 p. m.

Present -

|   |                |
|---|----------------|
| The Chairman (Colonel Phillips)                         | Dr. Neilly     |
| The Vice-Chairman                                       | Mr. Ross       |
| The President   | Hon. Dr. Bruce |
|   | Mr. Bryce      |
| Dr. Sidney Smith, Executive Assistant to the President. |                |

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

|               |                   |
|---------------|-------------------|
| Dr. Macdonald | Mr. Rogers        |
| Mr. LaBine    | Mr. Duncan        |
| Mr. McCullagh | Hon. Dr. Ferguson |
|               | Mr. Vaughan       |

The minutes of the last meeting were presented, and -

Upon motion of Dr. Gibson,  
Seconded by Dr. Neilly,  
were confirmed.

The minutes of the meeting of the Executive Committee held in the small Dining Room of the Faculty Union, Hart House, on Thursday, May 17th, were presented.

Arising out of the minutes the Bursar reported the receipt of a cheque for \$10,000.00 from the Hydro-Electric Power Commission for the frontage license granted to them.

Cheque from  
H.E.P.C. for  
frontage  
license



The following recommendations of the President were approved:-

Additional appropriation of \$25 for Bursaries for payment to Mr. A. W. Johnson

That following a request by Professor Innis an additional appropriation of \$25.00 be granted for Bursaries for 1944-45, and that this amount be paid to Mr. A. W. Johnson, a student in the School of Graduate Studies, who was under the impression that he would receive relief in connection with his fees as he held an academic appointment in the Department of Political Economy, but who, owing to a misunderstanding when registering, received no such allowance.

Statutes of Senate

That the following Statutes of Senate be approved:-

- Number 1680 - respecting the Curriculum in Pharmacy for the Session 1945-46
- " 1683 - respecting the Curriculum in Agriculture for the Session 1945-46
- " 1684 - respecting the Curriculum in Veterinary Science for the Session 1945-46
- " 1710 - respecting a Diploma in Art as Applied to Medicine and a Course of Instruction leading thereto
- " 1711 - respecting the D. Lou Harris Awards in Commerce and Finance
- " 1712 - respecting the University Chemical Club Scholarship

Recommendations of Executive Committee

Recommendations of the Executive Committee were dealt with as follows:-

Finance Committee requested to make a report on review of Academic Pension Fund

In connection with a further enquiry from the Committee representing the Teaching Staff as to whether progress had been made with the review of the Superannuation System for the Academic Staff, the Executive Committee recommended that the Board instruct the Finance Committee to bring in a report on this matter at the next meeting. Mr. Ross, Chairman of the Finance Committee, informed the Board that a great deal of thought had been given to the matter and that it was still under consideration. It was agreed that the word "instruct" in the Committee's recommendation be replaced by the word "request".



Report of  
May 3rd re  
proposed  
new Univer-  
sity build-  
ings re-  
ferred to  
Property  
Committee

The report of May 3rd prepared by President Cody and Dr. Smith in connection with the order of erection of proposed new University buildings and the cost of the same, which was originally requested by the Property Committee and considered by the Executive Committee at its meeting on May 17th, was recommended to the Board for approval. After discussing the whole situation at length, including provision of necessary funds -

It was moved by Dr. Gibson,  
Seconded by Mr. Bryce,

that the report as presented be frozen, and that the matter be referred to the Property Committee.

The Univer-  
sity to  
revert to  
original  
amount of  
\$15,000  
for instruc-  
tion to  
students of  
Ontario  
College of  
Pharmacy

Approval was given to the Committee's recommendation that the arrangements between the University and the Ontario College of Pharmacy be continued for 1945-46, and that on account of an anticipated increased registration for that Session the University revert to the amount of \$15,000.00 for instruction to the students of the College, which had been previously reduced and for 1944-45 was \$12,500.00. It was further decided that these arrangements be covered by correspondence rather than a form of agreement.

Additional  
appropria-  
tions in  
Forestry  
owing to  
expected  
increase  
in regis-  
tration

Approval was given to the Committee's recommendation that the following appropriations be granted to provide for additional accommodation in the Faculty of Forestry owing to an expected increase in registration to approximately 75 students:-

|                               |   |                   |
|-------------------------------|---|-------------------|
| For 1944-45:                  |   |                   |
| "Alterations and Furnishings" | - | <u>\$9,500.00</u> |
| For 1945-46:                  |   |                   |
| "Field and Office Equipment"  | - | <u>\$4,000.00</u> |

Report of  
Committee  
on Russian  
deferred  
for con-  
sideration

The Committee recommended to the Board that the report on the recommendation of the Committee on Russian be amplified by a further report from the President and Dr. Smith, setting forth certain additional recommendations. This matter was deferred for consideration.



The Board declined to accept the offer of a scholarship from the Toronto Theosophical Society

In connection with the Committee's recommendation that the Board concur in the President's recommendations regarding the conditions for the scholarship offered by the Toronto Theosophical Society, long and careful consideration was given to this offer and the Board finally decided that it could not be accepted. Under the terms of the University Act the University cannot give instruction or examination in Theology - this can be done only by the Federated Colleges, and the Board while appreciating the goodwill which prompted the offer of such a scholarship felt that its acceptance might be construed as a violation of the Act.

Communications were presented and dealt with as follows:-

\$50 voted towards expenses of University Employees' Picnic

From the Secretary of the University of Toronto Employees' Association requesting assistance in defraying the expenses of their annual picnic, which will be held this year on Saturday, July 7th, at Centre Island, and upon motion of Mr. Ross the Board voted the amount of \$50.00 for this purpose.

Authority to University Solicitor to apply for a refund on taxes paid on Nos. 82-84 Adelaide St. E.

From the University Solicitor stating that in his opinion the University would be justified in asking for a refund on the payment made to the City this year in connection with taxes on Nos. 82-84 Adelaide Street East, which was sold on March 19th, and the Board approved of this action being taken.

The Board agreed that University Crest should not be used on Engineering Alumni Association Scholarship Committee letterhead

From Mr. R. J. Marshall, Secretary, University of Toronto Engineering Alumni Scholarship Committee, asking for the Board's assent to the following short title for this Committee -

"Engineering Alumni Scholarship Committee  
Operating under the Board of Governors"

and to a suggested form of letterhead. The Board agreed that the official University Crest should not be used on the letterhead, and were of the opinion that the words "operating under the Board of Governors" should be deleted. The matter was referred to the Chairman of the Board for further consideration.



Remission  
of fee for  
degree of  
Doctor of  
Medicine  
for two  
doctors

From the Registrar transmitting a recommendation of the Senate that the Governors remit the fee of \$10.00 for the Degree of Doctor of Medicine for Doctors W. F. Gallow and W. W. Jones, who were with the Class of 1895 until the end of the Third Year but who did not graduate until 1896. The Board concurred in the Senate's recommendation.

Presenta-  
tion of  
annual  
audited  
statement  
of U. of T.  
Women's  
War Service  
Committee

From Mrs. Duncan B. Gillies, Treasurer of the University of Toronto Women's War Service Committee, transmitting the audited statement of the Committee for the year ending December 31st, 1944. The Governors were extremely pleased with the very satisfactory results achieved by the Committee and noted with interest that all the children brought out under the Sub-Committee for British Overseas Children have been repatriated, with the exception of twenty-three, and that some of these will return home during the coming Summer. They were also pleased to receive the Committee's expression of appreciation in connection with the room provided in the Household Science building for Red Cross work.

Approval  
of applica-  
tion to  
Provincial  
Government  
for addi-  
tional lots  
for Univer-  
sity Forest

From Dean Cosens stating that a block of vacant Crown land, comprising 5,202 acres in the vicinity of the University Forest, was examined early in May and seemed to be a desirable section to be added to the University's present holdings. After considering the matter the Board, upon motion of Mr. Bryce, approved of the Dean's recommendation, and the Secretary was instructed to make application to the Department of Lands and Forests to have the lots referred to, which are in the Townships of Hindon and Ridout, added to the University Forest area. The Secretary stated that he would ask the Dean to draft the letter to the Department setting forth the numbers of the lots, etc., and the Board requested him to express their appreciation of the Government's co-operation, and also to Mr. Morrow for his continued interest in the University Forest.

Photographic  
Service  
deferred

Consideration of the situation in Photographic Service was deferred.



## Donations -

The following donations were reported  
and were accepted with thanks and appreciation:-

National Research Council:

|            |             |           |   |
|------------|-------------|-----------|---|
| \$1,760.00 | for Project | C.W. 517, | Prof. A. R. Gordon, Chemistry                       |
| 1,400.00   | "           | "         | M.P. 31, Prof. D. Y. Solandt, Physiology            |
| 938.19     | "           | "         | C.W. 548, Dr. A. M. Wynne, Bio-Chemistry            |
| 665.00     | "           | "         | Med. 26, Prof. D. Y. Solandt, Physiology            |
| 625.00     | "           | "         | Med. 25, Prof. D. Y. Solandt, Physiology            |
| 500.00     | "           | "         | Med. 33, Dr. P. H. Greey, Pathology                 |
| 415.00     | "           | "         | M.P. 33, Dr. J. G. Cunningham, School of Hygiene    |
| 400.00     | "           | "         | P.E. 8-2, Prof. V. G. Smith, Electrical Engineering |
| 222.68     | "           | "         | C.W. 530, Dr. K. C. Fisher, Zoology                 |
| 150.00     | "           | "         | Co. Med. 1-1, Lieut. R. Grant, Medicine.            |

For Institute of Industrial Relations:

|           |      |   |
|-----------|------|---|
| \$ 300.00 | from | Mr. Harold G. Fox, Lightning Fastener Co., St. Catharines, for 1945-46, the first of five such annual contributions.  |
| 300.00    | from | Mr. J. W. Primeau, Hayes Steel Products Limited, Merritton, for 1945-46, the first of five such annual contributions. |

Miscellaneous:

|            |      |  |
|------------|------|--|
| \$3,500.00 | from | the Rockefeller Foundation for Research in Psychiatry  |
| 1,500.00   | "    | the John and Mary R. Markle Foundation, New York, for research in the Connaught Laboratories in connection with vaccination of children against diphtheria, etc; this grant to be continued for a period of several years. |
| 200.00     | "    | Clarkson, Gordon, Dilworth & Nash to cover the award of the Clarkson Prizes in Accounting for 1944-45.   |
| 50.00      | "    | the Admiral Hood Chapter, I.O.D.E., to cover the final instalment of their Bursary in the School of Nursing awarded to Miss Phyllis Jones.   |
| 50.00      | "    | the Class of 1930 (Mathematics and Physics) for Bursary award in 1944-45.  |

Dr. Gibson to  
interview  
Royal Canadian  
Institute re  
proposed  
arrangements  
for vacating  
No. 198 College  
Street

Dr. Gibson, Chairman of the Property Committee, informed the Board that he had written to the Royal Canadian Institute in connection with the proposed arrangements for vacating No. 198 College Street, and expected to discuss the matter with them in the very near future.

Proof of the  
University  
Estimates  
available  
May 25th

Mr. Ross, Chairman of the Finance Committee, enquired of the Bursar when the proof of the University Estimates for 1945-46 would be available, and the Bursar stated that he expected to have them ready the following day, Wednesday, and would see that Mr. Ross got a copy on Friday, May 25th.

Matter of financial assistance to Prof. Cochrane on account of illness referred to the Chairman and President

The President reported to the Board the illness of Professor C. N. Cochrane, Professor of Ancient History, who had been confined to hospital with a serious heart condition, and asked the Board if any financial assistance could be given to him. After considering the matter at length it was referred to the Chairman and the President to take whatever action they deemed necessary.

Presentation of Financial Statements for April. Accountable Warrant for June

The Bursar presented the Financial Statement and Comparative Revenue and Expenditure Statement for the month of April; also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the month of June. Ordered that an Accountable Warrant for Five Hundred Thousand Dollars (\$500,000.00) be issued to the Bursar.

Results of Investment in Eighth Victory Loan by the University and employees

The Bursar also reported the following results in connection with the investment in the Eighth Victory Loan by the University and the employees, showing the comparison between the Seventh and Eighth Victory Loans:-

| <u>Employees' Purchases</u> | <u>Seventh Victory Loan</u>                       |                  | <u>Eighth Victory Loan</u> |                  |
|-----------------------------|---|------------------|----------------------------|------------------|
|                             | Application                                       | Amount           | Application                | Amount           |
| Academic                    | 359   | \$129,000        | 337                        | \$220,250        |
| Administrative              | 527   | 46,050           | 454                        | 42,800           |
|                             | 886   | 175,050          | 791                        | 263,050          |
| Connaught Laboratories      | 723   | 57,000           | 741                        | 64,350           |
|                             | 1,609   | 232,050          | 1,532                      | 327,400          |
| <u>University Purchases</u> |   | 400,000          | 3%<br>1 3/4%               | 250,000<br>8,000 |
|                             | (Converted from 177,000 maturing or called bonds) |                  |                            |                  |
|                             |   | <u>\$809,050</u> |                            | <u>585,400</u>   |

The Governors were very pleased with the splendid response made by the employees.

*Indefinite  
M.B.*

The meeting adjourned at 5:35 p. m.

Minutes confirmed.

*June 14<sup>th</sup> - 1945*

*John G. Gibsari*  
Chairman.

*W. H. G. Gibsari*  
Secretary.





Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, June 14th, 1945, at 4 p. m.

Present -

|                               |                   |
|-------------------------------|-------------------|
| The Vice-Chairman, Dr. Gibson | Mr. Ross          |
| (in the Chair)                | Hon. Dr. Ferguson |
| The President                 | Dr. Neilly        |
| Chief Justice Robertson       | Mr. Bryce         |
| Mr. Borden                    | Mr. Morrow        |
| Dr. McCarthy                  | Hon. Dr. Bruce    |
| Mr. LaBine                    |                   |

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

|                                |             |
|--------------------------------|-------------|
| The Chairman, Colonel Phillips | Mr. Vaughan |
| Dr. Macdonald                  | Mr. Rogers  |
| Mr. Duncan                     |             |

The minutes of the last meeting were presented and confirmed.

The minutes of the meeting of the Executive Committee held in the Board Room on Friday, June 1st, at 4 p. m., were presented.

Arising out of the minutes a letter was presented from Dr. J. J. Gibson, Chairman of the Property Committee, transmitting a letter from Mr. T. W. Eadie, President, Royal Canadian Institute, in which he stated that he hoped the University would be willing to offer a higher figure than \$12,000.00 for the relinquishing of the lease of the Institute in connection with No. 198 College Street. After considering the matter the Board felt that they could not increase this amount and confirmed their previous decision of the figure of \$12,000.00.

Offer to  
Royal Canadian  
Institute of  
\$12,000 for  
relinquish-  
ing of lease  
confirmed  
by the  
Board



Approval of  
report of  
Standing  
Committee  
on Retirement  
of  
Professors,  
containing  
recommendations  
for  
re-appointment  
for  
another  
year

The following report of the Standing  
Committee on the Retirement of Professors was approved:-

"We recommend the re-appointment for one year from the first  
of July, 1945, of the following:-

Rt. Rev. W. C. White  
Dr. F. A. Clarkson  
Professor C. B. Farrar  
Professor H. W. Price  
Professor J. H. White  
Professor W. J. Loughheed  
Professor J. W. Bain  
Professor C. T. Currelly  
Professor S. R. Crerar  
Professor J. E. Shaw  
Professor A. Hunter  
Dr. C. A. Corrigan  
Dr. G. H. Coram  
Professor V. E. Henderson  
Professor E. M. Walker  
Dean A. D. A. Mason  
Professor J. T. Burt-Gerrans  
Professor J. F. Macdonald

Dr. G. E. Wilson  
Professor L. C. Coleman  
Dr. A. W. Canfield  
Professor M. A. Buchanan  
Professor E. S. Moore  
Dr. E. W. Paul  
Dean W. P. M. Kennedy  
Dean C. R. Young (as Dean  
only)  
Professor E. F. Burton  
Dr. E. S. Ryerson  
Professor W. L. Holman  
Professor M. C. Boswell  
Professor W. H. Clawson  
Professor J. R. Cockburn  
Professor J. Satterly  
Dr. G. S. Young  
T. L. Crossley  
T. A. Reed

(Sgd) John J. Gibson,  
Vice-Chairman

(Sgd) H. J. Cody,  
President

(Sgd) Geo. H. Ross,  
Chairman, Finance Committee."

June 14th, 1945.

Notice of  
motion for  
appointment  
of Col. J.T.  
Wilson as  
Associate  
Professor,  
Geophysics

The President gave notice of motion that  
he would recommend at the next meeting the appointment of Colonel J.  
T. Wilson as Associate Professor in Geophysics, Department of  
Physics, from July 1, 1946, at a salary at the rate of \$5,000.00  
per annum.

Recommendations by the President were  
approved as follows:-

Appointment  
of P. H.  
Tacon in  
Ontario  
College of  
Education

That P. H. Tacon be appointed Lecturer in Art in the Ontario  
College of Education, and Instructor in Art in the University of  
Toronto Schools, as from July 1, 1945, at a salary of \$3,800.00  
per annum.



Resignation  
of Dr. L.  
Bapty, Pathol-  
ogy and  
Bacteriology

That the resignation of Dr. L. Bapty, Fellow in the Department of Pathology and Bacteriology, be accepted, effective June 30, 1945.

Change in  
salary of  
Miss J. M.  
Patterson

That the salary for the Session 1945-46 of Miss J. M. Patterson, Research Assistant in the Banting and Best Department of Medical Research, be changed from \$1,440.00 to \$1,675.00 per annum and wartime bonus.

Appointment  
of represen-  
tatives of  
R.C.D.S. to  
Faculty of  
Dentistry

That the following members of the Board of Directors of the Royal College of Dental Surgeons be appointed as representatives on the Council of the Faculty of Dentistry for the Session 1945-46:-

Dr. Don W. Gullett, Toronto  
Dr. S. W. Bradley, Ottawa  
Dr. Harvey W. Reid, Toronto

Combined de-  
partments of  
Geology and  
Mineralogy to  
be called  
"Geological  
Sciences"

That the name of the combined departments of Geology and Mineralogy, which it was previously decided to call "Department of Geology and Mineralogy", be changed to "Department of Geological Sciences", effective as from July 1, 1945.

Limitation  
of students  
in Course  
in Physio-  
therapy

That not more than approximately 70 applicants be accepted next September for admission to the First Year of the Course in Physiotherapy.

Additional  
appropria-  
tions

That the following additional appropriations be granted for 1944-45:-

School of  
Hygiene

|  |   |            |
|--|---|------------|
| <u>School of Hygiene:</u>  |   |            |
| "Alterations - School of Hygiene"                                    | - | \$3,000.00 |
| (to be provided from balances available in the funds of the School). |   |            |

Health  
Service

|                                      |   |           |
|--------------------------------------|---|-----------|
| <u>University Health Service:</u>    |   |           |
| "Salaries" -                         |   |           |
| "Occasional Staff for Examinations"  | - | \$ 150.00 |
| "First Aid Attendant (J. M. Thomas)" | - | 150.00    |

Art Service-  
Medicine

|                                |   |           |
|--------------------------------|---|-----------|
| <u>Art Service - Medicine:</u> |   |           |
| "Part-time Assistance"         | - | \$ 100.00 |



Transfers  
in appro-  
priations

That the following transfers in appropriations for 1944-45  
be granted:-

Women's  
Residences

Women's Residences and Union:

|  |       |                  |
|--|-------|------------------|
| 1. Charge "Union - 79 St. George St. - Furnishings,&c."  | -     | \$169.73         |
| "Combined General Charges                                | - do. | "- 203.68        |
| "Hutton House  | - do. | "- 33.39         |
|  |       | <u>\$406.80</u>  |
| Credit "Whitney Hall                                     | - do. | "- \$406.80      |
| 2. Charge "Combined General Charges" - Summer Assistant" |       |                  |
| Credit " do. - Provisions"                               |       | <u>-\$100.00</u> |
| 3. Charge "Combined General Charges" - Summer Assistant" |       |                  |
| Credit " do. - Wages, etc."                              |       | <u>-\$200.00</u> |

School of  
Hygiene

School of Hygiene:

Maintenance -

|  |  |                 |
|--|--|-----------------|
| Charge "Sub-Department of Virus Infections, -Supplies, etc." |  |                 |
| Credit "Administration - Supplies, etc."                     |  | <u>\$300.00</u> |

Fees and addi-  
tional appro-  
priation for  
"University  
Extension -  
Social Work -  
Summer Course -  
1945"

That the fees for the Summer Courses in Social Work, De-  
partment of University Extension, to commence June 11th, be as fol-  
lows:-

|                           |   |                   |
|---------------------------|---|-------------------|
| Group Work Course         | - | \$150 per student |
| Social Work Aides' Course | - | \$170 " "         |

Those required to take only part of either course to be charged  
fees in proportion.

Also that an additional appropriation of \$6,000.00 be authorized,  
to provide for expenses for these course requested by the School  
of Social Work as well as another three weeks' course which is to  
be dovetailed into the two courses mentioned above and to be under  
the auspices of the School of Physical and Health Education, but  
that instead of adding this amount to the present appropriation  
in the Department of University Extension for "Other Courses -  
Summer Session", as requested by Dr. Dunlop, the following new  
appropriation be set up as follows:-

"University Extension - Social Work - Summer Course, 1945 - \$6,000"

Graduate  
Research  
Fellowships -  
Physics

That the following Research Fellowships, suggested by  
Professor E. F. Burton, Department of Physics, be established  
through the Graduate School:-



Graduate  
Research  
Fellowships -  
Physics  
(Cont'd)

1. Ten Research Fellowships of the value of \$500.00 each to University graduates who have been on active service in the Navy, Army or Air Force.
2. Funds for these Fellowships to be provided from the surplus amounts accruing from the special classes for the Services held in the Department of Physics and which were credited to the "McLennan Laboratory Research Fund".
3. The Fellowships to be limited to graduates of any Canadian University who have specialized in Mathematics and Physics, Engineering Physics or Electrical Engineering; the fellows to give their entire attention to graduate work in the Department of Physics.
4. The amount of \$500.00 is suggested because the Department of Veterans' Affairs, Ottawa, will allow the returned men to receive this amount without deducting anything from the living allowance to be granted to such graduate students during the time they are taking this training.

The academic details were referred to the Senate for consideration.

Confirma-  
tion of  
President's  
approval of -

The Board confirmed the President's action in approving of the following:-

Payments in  
Bio-Chemistry  
re accelerated  
course

1. Payments to staff in Bio-Chemistry for accelerated course in Medicine, totalling \$750.75, pending receipt of Dominion Government grant.

Adjustments  
in University  
Press

2. Adjustments in University Press:-  
Transfer from "Salaries" to "Wages" - \$5,500.00  
Additional appropriation for "Wages" - \$5,000.00

Approval of  
Statutes of  
Senate

Upon motion of Dr. Neilly,  
Seconded by Dr. McCarthy,

Statute of Senate No. 1685 respecting the Courses of Study in the Faculty of Arts for 1945-46 was approved.

Approval was also given to Statute of Senate No. 1717 respecting the United Welfare Chest of Toronto Bursaries.

Recommendations of  
Executive  
Committee

Recommendations of the Executive Committee were dealt with as follows:-

Statute of  
Senate  
approved

The following Statutes of Senate referred to the Board were approved:-

- Nos. 1688 - respecting the Courses of Study in the Institute of Child Study for the Session 1945-46.  
1690 - respecting the Courses of Study in the Faculty of Music for the Session 1945-46.



Establishment of a "President's Emergency Fund" deferred to next meeting; hospital expenses of Professor C. N. Cochran authorized to be paid

In connection with the recommendation of the Executive Committee for the establishment of a "President's Emergency Fund", the President again requested that consideration be given to financial assistance to Professor C. N. Cochran who had been seriously ill in hospital, and

Upon motion of Mr. Morrow,  
Seconded by Mr. Ross,

the Board decided to pay the hospital expenses of Professor Cochran incurred during his recent illness, this expenditure to be charged against the appropriation for "Contingencies" for the year 1944-45. In the absence of Dr. Sidney Smith from the meeting the matter of a "President's Emergency Fund" was deferred for consideration to the next meeting.

Communications were presented and dealt with as follows:-

Leave of absence to Miss E. Long, Bursar's Office, extended

From Dr. G. W. Loughheed, the University Physician, stating that he had examined Miss Eileen Long of the staff of the Bursar's Office, who had been granted leave of absence on account of illness for four months from February 1, 1945, and on whose behalf an application was made for an additional two months' leave to July 31st. Dr. Loughheed stated that he recommended an extension of leave for one month to June 30th and felt that at the end of that time Miss Long should be able to resume her duties, and if unable to do so it would be well for her to apply for a pension. The Bursar recommended to the Board that in view of Dr. Loughheed's report Miss Long's leave be extended another month to June 30th, and the Board approved of his recommendation.

Additional appropriation for Fuel

From the University Superintendent requesting an additional appropriation of \$2,500.00 for Fuel for 1944-45, and this amount was authorized by the Board.



Grant to  
Alumni  
Federation  
from funds  
of the  
Press

From Dr. W. J. Dunlop, Acting Manager of the University Press, transmitting a recommendation of the Committee on Printing and Publications for a grant of \$1,200.00 to the Alumni Federation, and approval was given for this payment to be made from the funds of the Press for 1944-45.

Compassion-  
ate allow-  
ances  
authorized  
in connec-  
tion with  
employees  
of the  
Press

Also from Dr. Dunlop transmitting a recommendation of the Committee on Printing and Publications to make two compassionate grants as follows, and these payments were authorized from the funds of the Press:-

Mrs. Edith L. Baylis, widow of James Baylis,  
employee of the Press, who died after 42  
years of service - \$500.00

Duncan Waddell, employee of the Press, totally  
incapacitated after 26 years of service - \$300.00

Approval of  
Fees for ex-  
service  
personnel,  
etc., in  
Medicine

From Dr. E. S. Ryerson transmitting the following recommenda-  
tions of the Council of the Faculty of Medicine regarding fees, which  
were approved by the Board:-

1. That all ex-service personnel be permitted to enter the First Year of the medical course as at present and that the fee for tuition be \$200.00.
2. On completion of the First Year, they will enter the First Year of the new course in Medicine, with fee for tuition of \$350.00.
3. Sixth Year students, who have completed one term of that year and have paid \$100.00, will enter the second term on September 10th and will have completed the year on January 26th, 1946. The tuition fee for the remainder of the course to be \$200.00.

Cheque from  
Dominion  
Government  
re acceler-  
ated courses  
and advice  
that this  
grant will  
be discon-  
tinued

From Mr. R. F. Thompson, Director of Training, Department of Labour, Ottawa, transmitting a cheque for \$15,000.00 to help defray the additional costs of the accelerated courses in Medicine and Dentistry for the Dominion fiscal year ending March 31, 1946, and stating that this would be the last year in which any such grant would be made to the University by the Department of Labour for the above purpose.

No action  
taken re  
further  
protest  
from Ice-  
landia  
Limited

From Colonel Phillips, Chairman of the Board, acknowledging receipt of a letter from Dr. Sidney Smith regarding a further protest from Icelandia Limited, and the Board confirmed their previous decision that no action be taken in the matter.



Proposed  
appointment  
to Hart  
House Finance Com-  
mittee  
deferred

From Mr. J. B. Bickersteth, Warden of Hart House, stating that Mr. R. R. Grant had resigned from the Hart House Finance Committee and asking the Board's approval of the appointment of Mr. T. C. Kinnear to fill the vacancy. As Mr. Bryce, Chairman of the Standing Committee on Hart House, had not been informed of this matter it was deferred for consideration to the next meeting of the Board in order that Mr. Bryce might obtain further information.

Students'  
Administra-  
tive Council  
Estimates  
for 1945-46  
approved

From Miss A. E. M. Parkes, Acting General Secretary-Treasurer, Students' Administrative Council, transmitting the Estimates of the Council for 1945-46. The Bursar explained that these had been delayed due to the uncertainty of the return of Mr. A. E. Macdonald, the Secretary-Treasurer, and to printing costs, and recommended that in view of the fact that the Estimates for 1945-46 related very closely to those for 1944-45 they be approved. With the approval of the Chairman of the Finance Committee, Mr. Ross, the Board concurred in this recommendation.

Approval of  
appointments  
to Advisory  
Board of  
"University  
of Toronto  
Quarterly"

From Professor A. S. P. Woodhouse, Editor of "The University of Toronto Quarterly", suggesting the appointment of Dr. W. R. Taylor, who becomes Principal of University College at July 1, 1945, as Chairman of the "Quarterly's" Advisory Board, and of the new Provost of Trinity College to replace Provost Cosgrave, and these appointments were approved by the Board.

Recommendations of  
University  
College  
Council re  
Malcolm  
Wallace  
Scholarships  
and other  
awards

From Professor W. J. McAndrew transmitting certain recommendations of the University College Council regarding scholarships and prizes, and these were approved as follows:-

1. The Malcolm Wallace Scholarship Fund was accepted with sincere appreciation and gratitude, the terms of the scholarships to be -
  - (a) a matriculation scholarship of approximately \$400 together with free tuition for excellence in any department or departments, or for the highest aggregate in any nine papers;



Recommendations re  
Malcolm  
Wallace  
Scholarships,  
and other  
awards in  
University  
College  
(Cont'd)

- (b) a matriculation scholarship of approximately \$200 together with free tuition for the highest aggregate in English, Latin, and one of French, German and Greek, the winner to enrol in the course in English Language and Literature;
- (c) If additional income is received from the present fund, i.e., additional to the above approximate \$600, or from additions to the fund, it is to provide a prize or prizes for creative writing by any undergraduate member of the College.

In order to avoid confusion later, all the amounts set out above are approximate.

The College Council is to have the right, should future conditions warrant a change, to make other recommendations in the future, provided that the intentions of the donors are properly respected.

2. The James Harris Scholarships, at present eight in number, to be six of an approximate value of \$165.00 each, to be awarded as follows:-
  - (a) Latin and Greek;
  - (b) French and German;
  - (c) Modern Languages (any two of French, German, and Italian or Spanish);
  - (d) Latin and French;
  - (e) Mathematics (Algebra, Geometry, Trigonometry Problems) and Physics;
  - (f) A special scholarship for a student at Ridley College. This scholarship will be awarded for any of the combinations listed above for the other Harris Scholarships or for the highest aggregate in first-class Honours for any nine papers. (If no Ridley College student qualifies, it will be awarded elsewhere at the discretion of the College Council).
3. The Louis Rosenfeld Scholarship for the highest aggregate in any nine matriculation papers, to carry free tuition.
4. The Morley Wickett Scholarship in English and History to no longer include free tuition.  
(The changes with regard to free tuition for these scholarships do not increase the number of Matriculation Scholarships carrying free tuition which are laid down by the Board as 32).
5. The Sir John Gibson Scholarship - the terms of award to be changed from the highest aggregate in any nine papers to English and French.
6. The fifth J. S. McLean Scholarship - the terms of award to be changed from the highest aggregate in any nine papers to English and History.
7. The income from the Lyle Medal Fund, of approximately \$14.00 to be used to provide a silver medal to be awarded annually, to be known as "The Lyle Silver Medal", to the student who, being enrolled in one of the three honour courses, Oriental Languages, Greek and Hebrew, or Hebrew and Ancient History, ranks first in first-class Honours in the annual examination of the Fourth Year.
8. The terms of award for the \$25.00 prize contributed by Mrs. J. Home Cameron to be for "a prize to the student who obtains the highest standing in the complete course in Honour French of the Second Year (Modern Languages; Latin, French or Greek; or Modern History and Modern Languages)."

Donations -

Donations were reported as follows and were

accepted with thanks and appreciation:-



## Donations -

National Research Council:

|            |             |  |
|------------|-------------|--|
| \$3,000.00 | for Project | A.M.1, Dr. Duncan Graham, Medicine.                                  |
| 2,100.00   | "           | " A.M.17-9B, Dr. J. A. Sullivan, Oto-Laryngology                     |
| 2,000.00   | "           | " F.E.1934, Prof. F. E. Beamish, Chemistry                           |
| 908.34     | "           | " M.P.14, Dr. R. E. Haist, Physiology                                |
| 900.00     | "           | " on Metabolism of Riboflavin, Dr. A. Hunter, Pathological Chemistry |
| 500.00     | "           | " Med. 27, Dr. K. C. Fisher, Zoology                                 |
| 100.00     | "           | " A.M.28, Dr. J. A. Kitching, Banting and Best Medical Research      |
| 75.00      | "           | " M.P. 15, Dr. A. W. Ham, Anatomy                                    |

Institute of Industrial Relations:

|            |      |   |
|------------|------|---|
| \$1,500.00 | from | Atlas Steels Limited, Welland, consisting of \$300 a year for 5 years from 1945-46 to 1949-50           |
| 1,000.00   | "    | Canadian Furnace Limited, Port Colborne, consisting of \$200 a year for 5 years from 1945-46 to 1949-50 |
| 500.00     | "    | McKinnon Industries Limited, St. Catharines, for the year 1945-46                                       |
| 75.00      | "    | McKinnon Columbus Chain Limited, St. Catharines, representing the first of five annual donations.       |

Department of Labour, Ottawa:

\$15,000.00 towards additional costs for accelerated courses in Medicine and Dentistry for year ending March 31, 1946, with advice that this grant will be discontinued after above date.

Miscellaneous:

|            |      |  |
|------------|------|--|
| \$1,000.00 | from | the T. Eaton Company Limited to cover the awards of the Margaret Eaton Scholarships in the School of Physical and Health Education for 1945-46.  |
| 500.00     | "    | the Rockefeller Foundation, New York, being balance due of grant for Additional Teaching in the School of Nursing  |
| 300.00     | "    | Oral Health, Toronto, to cover the awards of their two Theses Prizes and the Wallace Seccombe General Proficiency Prize in Dentistry for 1944-45   |
| 250.00     | "    | Price, Waterhouse & Company for the award of the Edwin Waterhouse Scholarship in Commerce and Finance for 1945-46  |
| 224.00     | "    | the Class of Medicine 1924 for credit of their War Service Scholarship   |
| 166.18     | "    | Toronto General Trusts Corporation for credit of the following Scholarship funds:-   |
|            |      | George Kennedy Scholarship - \$83.09   |
|            |      | Sarah Kennedy Scholarship - 83.09  |
|            |      | <u>\$166.18</u>  |
| 100.00     | "    | Dr. A. A. Case, Waterloo, to be used for a bursary for some dental student. Dr. Case made this donation in appreciation of a bursary which he received during his course in Dentistry at the University. |
| 50.00      | "    | Hon. Charles McCrea, K.C., to cover the award of the Dent McCrea Scholarship for 1945-46.  |



Finance  
Committee  
Report  
No. 157

Upon motion of Mr. Ross,  
Seconded by Mr. LaBine,

Report Number 157 of the Finance Committee was approved as follows:-

"The Finance Committee begs to report to the Board of  
Governors:-

Consider-  
ation of  
University  
Estimates

1. At a meeting held May 31st, 1945, your Committee gave consideration to the Estimates of the University for 1945-46, following which it was agreed that the Chairman of the Finance Committee, President Cody and Dr. Smith should go over the Estimates, and bring in the final draft.

Estimates of  
Athletic  
Association  
considered

2. The Estimates of the Athletic Association for 1945-46 have been considered by your Committee but before making a recommendation the President and Dr. Smith have been asked to obtain further information concerning certain items.

Estimates  
of Univer-  
sity Press  
approved

3. After considering the Estimates of the University Press for 1945-46 your Committee recommends the same for approval, subject to provision being made in the University Press Estimates of an amount of \$10,000.00 to be applied on account of University revenue in the Estimates for 1945-46.

Estimates  
of Hart  
House  
approved

4. Your Committee recommends for approval the Estimates of Hart House for 1945-46 on the understanding that, in view of the estimated increase from \$79,800.00 to \$114,800.00 for Salaries and Wages, a further report would be made by Hart House at a later date when more definite information would be available.

Request of  
Hart House  
to use  
bonds as  
security  
for over-  
draft to  
be further  
discussed

5. Your Committee has considered the matter of bonds owned by Hart House, held by the Bank, and being used as security for an overdraft during the Summer months. Your Committee is of the opinion that any necessary financial arrangements should be made by the Board of Governors, for which purpose Hart House should lodge sufficient bonds with the Bursar to be held as collateral to any temporary seasonal advances. Before making a definite recommendation with respect to the custody of securities owned by Hart House, your Committee would like to discuss the whole financial status of Hart House with the Chairman of the Hart House Committee at as early a date as possible.

Proposed sale  
of Connaught  
Laboratories'  
securities  
payable in  
U.S. funds  
deferred

6. Consideration has been given to a proposal made by Mills, Spence & Company to the Connaught Laboratories, and which has been sent on to your Committee, that certain securities held by the Laboratories payable in New York be sold and other securities purchased, resulting in an increase in capital but a loss in annual income. It is recommended that this matter be referred to the Chairman of your Committee.

Interest to  
be allowed  
on various  
funds

7. Your Committee has considered the matter of interest to be allowed on the following funds and recommends that the rate of 3½% fixed by the Board for the year 1943-44 be continued for 1944-45:-

Eaton Endowment  
Insulin Committee Surplus  
Medical Research - Banting  
Medical Research - Best

Your Committee further recommends that the present rate of 2% interest being allowed on sundry uninvested balances be continued.

Arrangements  
for interest  
on payments  
for School  
of Nursing  
deferred

8. Regarding the question of whether provision was being made for the inclusion of interest on the payments by the Provincial Government for the new School of Nursing, in the event that the whole \$250,000.00 would have to be advanced by the University, this matter was deferred.

All of which is respectfully submitted.

May 31st, 1945.

(Sgd) Geo. H. Ross,  
Chairman "



Estimates  
of Athletic  
Association  
approved  
after ex-  
planation  
by the  
Bursar re-  
garding  
return of  
Mr. J. P.  
Loosemore

In connection with Clause 2 of the fore-  
going report regarding the Estimates of the University of Toronto  
Athletic Association, the Bursar explained to the Board that the  
item of salary for Mr. J. P. Loosemore, Accountant, which had been  
questioned, was included to provide for his return from war ser-  
vice, and that it was expected he would succeed Mr. Reed as Sec-  
retary. With the approval of the Chairman of the Finance Commit-  
tee, Mr. Ross, these Estimates were passed by the Board.

Chairman of  
Finance  
Committee  
given power  
to act re  
sale of  
Connaught  
Laborator-  
ies' securi-  
ties payable  
in U. S.  
funds

Regarding Clause 6 of the report, in  
connection with a proposal that certain securities held by the Con-  
naught Laboratories payable in U.S. funds be sold and other securi-  
ties purchased,

It was moved by Mr. Morrow,  
Seconded by Dr. McCarthy,

that Mr. Ross, Chairman of the Finance Committee, be given power to  
act in the matter.

Opinion ex-  
pressed that  
University  
securities  
payable in  
U.S. funds  
be sold

The Board expressed the opinion that  
securities payable in U.S. funds held by the University should be  
sold in order to take advantage of the premium prevailing on U.S.  
funds.

Finance  
Committee  
Report  
No. 158

Upon motion of Mr. Ross,  
Seconded by Mr. Morrow,

Report Number 158 of the Finance Committee was approved as follows:-

University  
Estimates  
for 1945-46  
explained

"The Finance Committee begs to present herewith draft  
Estimates for the fiscal year ending 30th of June, 1946. These  
contemplate an increase of \$357,318.00 in estimated expenditure and  
a slight decrease in anticipated revenue.

For purposes of comparison there is given herewith  
the estimated expenditures for the year just closing and those for  
the one that lies immediately ahead. Percentages are also shown.



University  
Estimates  
for 1945-46  
explained  
(Cont'd)

|  |        | <u>1944-45</u> | <u>INCREASE</u> | <u>1945-46</u> |        |
|--|--------|----------------|-----------------|----------------|--------|
| SALARIES                                 | 59.19% | \$1,884,161    | \$150,412       | \$2,034,573    | 57.46% |
| MAINTENANCE<br>and<br>BUILDINGS,<br>etc. | 29.11% | 926,576        | 72,566          | 999,142        | 28.22% |
| SPECIAL<br>ITEMS                         | 11.70% | <u>372,590</u> | <u>134,340</u>  | <u>506,930</u> | 14.32% |
|  |        | \$3,183,327    | \$357,318       | \$3,540,645    |        |

From the foregoing it will be noted that of the total increase of \$357,318.00 special items account for 37.7% or \$134,340 but it should be noted these figures contain two new and very important items, viz: \$90,000.00 account Academic Pension Fund and Group Life Insurance, and \$25,000.00 for Scientific Research. Maintenance and Buildings (including wages) accounts for 20.3% or \$72,566.00. Salaries account for 42% or \$150,412.00 of which \$69,700.00 represents salaries of members of staff returned from war service.

Put another way over 50% of the increase in the contemplated expenditure for next year is accounted for by:

- (a) Members of staff returned from war service \$69,700.00
- (b) Additional provision for Academic Pension Fund  
and Group Life Insurance Plan \$90,000.00
- (c) Scientific Research \$25,000.00

It is a matter of regret that in some respects the salaries paid the members of the Academic Staff of the University compare unfavourably with those of other institutions of learning. Last year an attempt was made to correct some of the inequalities by increasing salaries \$119,021.00 and further progress along this line is recommended in the current Estimates. It is the judgment of your Committee that if the University is to secure the right type of Professors, then the scale of salaries, particularly those in the lower brackets, will have to be measurably increased.

It is further recognized that if the highest type of Professor is to be attracted to and held by the University then a more adequate form of retiring allowances must be worked out. It is also felt that Group Life Insurance under an obligatory plan should also be inaugurated so that in case of death, dependents would be assured of a sum equal to one year's salary of the deceased plus a return of all payments into the Pension Fund with interest. It is conceivable that the members of the Academic Staff as poorly paid as they are at present should have to worry over what will happen to them in their old age or to their dependents in case of death. Therefore, in order to make a start in this direction your Committee has entered in the Estimates an additional sum of \$90,000.00. It will be appreciated that it is not possible to fix an exact amount until all details of the plan are worked out. Likewise, it would appear inadvisable to attempt to develop any plan until the necessary funds are available.

With respect to maintenance of buildings, it should be borne in mind that while many of the structures are very old, that funds have not been available to do more than absolutely necessary repairs. It would, therefore, seem opportune to remind the Board that in all likelihood larger appropriations for repairs and renewals will be necessary in the not distant future.



University  
Estimates  
approved

Included in the Estimates herewith submitted and which appear at the foot of the first page are a number of items representing expenditures made at the direct request of the Provincial Government. These, plus an amount of \$100,000.00 representing wartime allowances made on the authority of the Provincial Government, should be borne in mind when the difference between revenue and expenditure is being considered.

The Estimates submitted herewith are recommended to the favourable consideration of the Board.

Respectfully submitted,

June 13th, 1945.

(Sgd) Geo. H. Ross,  
Chairman."

Report of  
Special  
Committee  
on playing-  
field accom-  
modation  
for Univer-  
sity College  
students

The following memorandum, signed by Professor T. R. Loudon and Mr. T. A. Reed, was read as the Report of the Special Committee appointed to look into the question of playing-field accommodation for University College students:-

Report of the Committee of the Senior Members of the  
Athletic Directorate

"The Directorate has considered the request on behalf of University College that, for a definite portion of each week in the fall term the west half of the back campus be assigned to University College students for the playing of rugby and soccer.

The Directorate has always been concerned with encouraging the spirit of unity among all the Faculties and Colleges and is of the opinion that the granting of this request would operate in the opposite direction. It therefore regrets that its decision is against granting the request, particularly in view of the present limited playing-field facilities.

The Directorate begs to report further as follows:-

- (1) That for the coming session the present system in connection with interfaculty games should be continued as long as the requirements and regulations of the Department of National Defence and the National Selective Service in regard to drill are not modified or abolished.
- (2) That under peace-time conditions the Directorate, through its Intramural Sports Committee will allocate, as far as possible, definite practice periods for the teams of the Colleges and Faculties.
- (3) PLAYING FIELDS - The Directorate would point out that the present area is totally inadequate for intramural games such as rugby and soccer for the normal student enrolment. (At present the maximum number of interfaculty teams that can be provided for is rugby 9 teams, soccer 12 teams.) To promote these games and provide further facilities for healthful student recreation an additional playing area of at least  $2\frac{1}{2}$  acres should be secured. This would materially alleviate the present congested conditions.
- (4) TENNIS COURTS - The question of tennis courts was mentioned at the meeting held in the Superintendent's Office on April 16th. In this connection the Directorate begs to recommend as follows:-



That cleared land should be secured by the Board of Governors for an adequate number of tennis courts - 24 if possible. This would require an area of approximately 3 acres. If this can be secured the Athletic Association would undertake to construct, operate and maintain the said courts.

All of which is respectfully submitted.

(Sgd) T. R. Loudon,  
President

(Sgd) T. A. Reed,  
Secretary."

May 19th, 1945.

Report of  
Special  
Committee  
re gifts  
under the  
Will of  
the late  
W.P.Firth  
approved

The following report of the Special Committee  
in respect of gifts made to the Board under the Will of the late W. P.  
Firth was approved:-

"Your Committee have enquired into the terms of the Will of the late W. P. Firth, in so far as they relate to gifts made to the Board of Governors of the University of Toronto, and to the trusts connected therewith. Ownership of the properties in which the Will purports to give the Board of Governors an interest, has also been investigated, as well as other circumstances relevant to the trust in which the Board of Governors is given an interest.

Your Committee beg to recommend that the Board accept the proposal of Mrs. Firth, the widow and executrix of the late W. P. Firth, to pay forthwith to the Board the sum of \$14,000., either in money or by the transfer of satisfactory trustee securities, or partly by one method, and partly by the other, and that the same sum of \$14,000., paid in manner aforesaid, be accepted by the Board of Governors in full satisfaction and discharge of all right, title, claim or interest of the Board of Governors in, to or out of the estate of the said late W. P. Firth, or arising under his last will and testament, and that a proper release and discharge thereof be given to Mrs. Firth.

The said sum of \$14,000., when so received, shall be held by the Board of Governors as a fund, the income from which shall be loaned to needy students in attendance at the University of Toronto, at a low rate of interest. The selection of the recipients of the loans, the amounts and terms thereof, the security, if any, to be furnished, and the collection and enforcement of repayment of such loans, shall be determined by the Board of Governors, or by any Committee to whom it may see fit to delegate its powers herein. The Board of Governors shall also have power to forgive and cancel the indebtedness, or any part thereof, in cases where they consider it desirable or proper to do so. In selecting the recipients of such loans preference shall be given to bona fide members of the Society of Friends. All moneys received from repayment of loans shall be retained by the Board of Governors for the general purposes of the University of Toronto, so that there will at no time be any accumulation of income.

DATED this sixth day of June, 1945.

(Sgd) H. J. Cody  
H. E. Rose  
R. S. Robertson."



President requested to ascertain if Prof. G. B. Langford is returning at July 1, 1945.

In connection with the leave of absence to Professor G. B. Langford, Department of Geology, for war service, the President was requested to cable Professor Langford to ascertain if it was his intention to return to his duties on the staff by July 1, 1945.

Letter from Prime Minister Drew and Memorandum from the Chairman of the Board regarding grant of \$200,000.00 from Provincial Government

At the request of Colonel Phillips, Chairman of the Board, who was unable to attend the meeting, the Secretary read a letter from Prime Minister Drew and a memorandum from the Chairman as follows:-

"Colonel W. E. Phillips, C.B.E., etc.,  
Research Enterprises,  
Leaside,  
Toronto, Ontario.

Dear Colonel Phillips:-

In checking over the various payments which were made to the Board of Governors of the University of Toronto, I find that I did not write to you placing on record the explanation I gave you in conversation of the payment of \$200,000.00 on March 31st.

The arrangement which we made at the time this money was paid over to the Board of Governors of the University of Toronto was that it was to be used at the sole discretion of the Board in such way as would best advance the cultural arts.

At such time as you decide how this money is to be spent, I would like to be informed of your decision as a matter of record.

Yours sincerely,

(Sgd) George A. Drew  
Prime Minister."

June 13th, 1945.

The Chairman's Memorandum

"From recent conversations with certain members of the Conservatory Board, I have gathered the impression that they are under a complete misunderstanding as to their interest in the recent payment of \$200,000 by the Provincial Government. A recent public announcement in the press by the Conservatory suggests that there has been some improvement in their financial position. I have no doubt that this improvement is in their minds related to some benefits, direct or indirect, arising from this \$200,000.

So far as I am concerned, it has always been quite clear that this money has not necessarily anything to do with the Conservatory at all. I thought it well to place these facts on the record, and I hope this letter from the Prime Minister will make it abundantly clear that the disposal of the

\$200,000 is a matter for the Board of Governors, and there is not necessarily any obligation expressed or implied that it be directed exclusively to the field of music.

June 14th, 1945.

(Sgd) W. E. Phillips,  
Chairman, Board of Governors."

*Indefed  
M.B.*

The meeting adjourned at 6:20 p. m.

Minutes confirmed.

*June 28, 1945*

*Milly*

Acting Chairman.

*C. Hegginton*

Secretary.





Minutes of a Special Meeting of the Board of  
Governors held in the Board Room, Simcoe Hall, on Monday, June 25th, 1945,  
at 4 p. m.

Present

Dr. Neilly (in the Chair)  
The President  
Hon. Dr. Ferguson  
Mr. Borden  
Dr. McCarthy

Mr. Morrow  
Mr. Duncan  
Hon. Dr. Bruce  
Mr. Bryce

Dr. Sidney Smith, Executive Assistant to the President.

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

The Chairman (Colonel Phillips)  
Mr. Vaughan  
Dr. Macdonald  
Chief Justice Rose  
Mr. LaBine

Mr. Ross  
Mr. McCullagh  
Dr. Gibson  
Mr. Rogers

Upon motion of Hon. Dr. Bruce,  
Seconded by Mr. Morrow,

Dr. Neilly took the Chair in the absence of the Chairman, Colonel Phillips.

This special meeting was called for a discussion of additional accommodation for discharged personnel, and Dr. Sidney Smith presented for the consideration of the Board a draft letter which he had prepared to send to Hon. C. D. Howe, Minister of Reconstruction, Ottawa, along the following lines:-

1. The possibility of the University acquiring a part of the premises at Ajax of Defence Industries Limited, in view of the serious situation confronting the University with respect to taking care of personnel to be discharged from the Services and desiring to enter the University.

Meeting  
called for  
discussion  
of additional  
accommodation  
for  
discharged  
personnel

Proposed  
letter to  
Hon. C. D.  
Howe re use  
of Ajax  
property



Proposed arrangements, including lease for 5 years at \$1.00 a year; operation and use of service buildings, etc; right to make alterations

Presentation of estimated cost of providing residence and teaching accommodation

Approval given to above letter to Hon. Dr. Howe

Approval of above letter received from Prime Minister Drew, with assurance of financial assistance

Part of anticipated grant from Dominion Government included in above expenses, and part to be used for salaries and other expenses

2. Proposed arrangements for the occupation of the above property, some of which are as follows:-

(a) A lease to the University which would include a description of the area involved and run for a period of five years at a nominal rental of \$1.00 per annum, with termination on six months' notice.

(b) Operation and use of all service buildings required by the University, and of usable equipment.

(c) The University to have the right to make necessary alterations and additions to the leased premises.

There was also presented to the Board an estimate prepared by the University Superintendent covering the cost of providing residence and teaching accommodation at Ajax, based on the assumption that 1,500 students will be in residence for 45 weeks in each year.

After a lengthy discussion of the matter -

It was moved by Hon. Dr. Bruce,  
Seconded by Hon. Dr. Ferguson,

that the above-mentioned letter to Hon. Mr. Howe as presented be forwarded to him by Dr. Sidney Smith.

A letter was also read from Prime Minister Drew approving of the letter to Hon. Mr. Howe and giving assurance that the Ontario Government will make available such funds as are necessary to carry out this undertaking.

The Board also discussed the question of payment by the Dominion Government of \$150 per student to help defray some of the expenditure involved. Upon enquiry by President Cody as to what provision had been made for salaries for additional staff, Dr. Smith explained that part of the anticipated grant from the Dominion Government had been included in the estimated cost of maintenance referred to above, and that part of it would be used for salaries and other expenses.

Message from  
Colonel  
Blackstock  
that Prime  
Minister Drew  
had consider-  
ed the Uni-  
versity  
Estimates  
and was  
sending a  
letter ap-  
proving  
of same

Dr. Smith informed the Board that he had re-  
ceived a message from Colonel Blackstock, Deputy Minister to Prime Min-  
ister Drew, that the University Estimates which were presented to him  
on Friday last during his interview with Dr. Smith, Mr. Borden and the  
Bursar, for consideration of the Prime Minister, had been considered by  
him and that a letter was being sent to the Bursar in this connection  
approving of the same. The Board were very pleased to receive this  
information.

Possibility  
of obtain-  
ing old  
Grace Hos-  
pital site  
for Faculty  
of Dentistry  
increased  
attendance

The President informed the Board that Brig.-  
General Lott had stated to him that there was a possibility of obtain-  
ing the old Grace Hospital site for use in connection with the possible  
increased attendance in the Faculty of Dentistry. After discussing the  
matter the President was requested to consult with Brig.-General Lott  
in order to ascertain if the Government would place this property at  
the disposal of the University.

*Submitted  
4m. B.*

The meeting adjourned at 5:40 p. m.

Minutes confirmed.

*June 28, 1945*

*M. M. M.*

Acting Chairman

*W. H. H.*

Secretary.





Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, June 28th, 1945, at 4 p. m.

Present -

|  |                |
|--|----------------|
| Dr. Neilly (in the Chair)                              | Mr. Bryce      |
| The President  | Mr. LaBine     |
| Hon. Dr. Ferguson                                      | Hon. Dr. Bruce |
| Dr. McCarthy   | Mr. Morrow     |
| Dr. Sidney Smith, Executive Assistant to the President |                |

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

|                                |            |
|--------------------------------|------------|
| The Chairman, Colonel Phillips | Dr. Gibson |
| Dr. Macdonald                  | Mr. Ross   |

Upon motion of Hon. Dr. Bruce,  
Seconded by Dr. McCarthy,

Dr. Neilly took the Chair in the absence of the Chairman, Colonel Phillips.

Upon motion of Hon. Dr. Bruce, the minutes of the last regular meeting held on Thursday, June 14th, and also the minutes of the Special Meeting held on Monday, June 25th, were taken as read.

Arising out of the minutes the following matters were dealt with:-

Copy of a letter was presented from Dr. Gibson, Chairman of the Property Committee, to the Royal Canadian Institute, informing them that the Board had declined to consider any higher amount than the \$12,000.00, and referring to the arrangements with the Institute

Arrangements  
with Royal  
Canadian  
Institute  
confirmed



Royal Canadian  
Institute  
(Cont'd)

including the use of Convocation Hall, the granting by the University of a frontage license without charge, and the giving of three months' notice, or more, to vacate the premises at No. 198 College Street.

Letter of  
thanks from  
Miss E. Long,  
Bursar's  
Office

A letter of thanks was presented from Miss E. Long of the Bursar's Office for the leave of absence granted to her and stating that she hoped to return to the office in July.

Authority  
for deregis-  
tration of  
bonds payable  
in U.S.funds

Upon motion of Mr. Bryce,  
Seconded by Mr. LaBine,  
the Board gave authority for the deregistration of those bonds held by the University payable in U.S. funds, which in accordance with the opinion expressed at the last meeting should be sold.

Authority  
for sale of  
bonds payable  
in U.S.funds

Upon motion of Mr. LaBine,  
Seconded by Hon. Dr. Bruce,  
the Board authorized the sale of securities held by the University payable in U.S. funds, and the purchase of other securities with the proceeds, subject to the approval of the Chairman of the Finance Committee or Mr. Morrow.

Note: The Chairman of the Finance Committee, Mr. Ross, had suggested at the previous meeting that the profit and premium received from the sale of the above securities be amortized to the date of maturity of the investments purchased from the funds obtained, in order to maintain as high an income yield as possible.

Payment to  
Toronto  
General Hos-  
pital of  
hospital  
expenses of  
Prof.Cochrane

In accordance with the authority given at the last meeting the Bursar reported that at the President's request he had transmitted to the Toronto General Hospital a cheque for \$573.95 covering the hospital expenses of Professor C. N. Cochrane.

Leave of  
absence to  
Prof.Cochrane

In connection with the continued illness of Professor Cochrane the Board concurred in the President's recommendation and approved of leave of absence with salary to Professor Cochrane, Professor of Classics, during his illness and to be continued until January 1st, 1946.



The Bursar also reported that Dr. Sidney Smith, Mr. Henry Borden and he had had a conference with Colonel Blackstock, Deputy Minister to Prime Minister Drew, on Friday, June 22nd, at which the University Estimates for 1945-46 were presented, and the Bursar read a letter from the Prime Minister approving of the Estimates on the understanding that there would be a general review of the financial affairs of the University, following which some readjustment may be found necessary.

Recommendations by the President were approved as follows:-

That the following promotions and appointments be made in accordance with the Estimates. (The Board waived By-Law No. 23 requiring notice of motion by the President for certain of these recommendations):-

From July 1, 1945

| <u>Faculty of Arts:</u> |  | <u>per an.</u> |
|-------------------------|--|----------------|
| J. J. Rae               | - Assistant Professor, Chemistry                 | \$2,800        |
| Miss M. A. Fritz        | - Associate Professor, Geological Sciences       | 1,300          |
| R. M. Saunders          | - Associate Professor, History                   | 3,700          |
| Mathematics:            |  |                |
| B. A. Griffith          | ) Assistant Professors                           | 3,000          |
| D. C. Baillie           |  | 2,500          |
| Physics:                |  |                |
| A. D. Misener           | - Assistant Professor                            | 2,400          |
| A. A. Brant             | - Assistant Professor, Geophysics                | 3,500          |
| Political Economy:      |  |                |
| D. C. MacGregor         | - Associate Professor                            | 3,600          |
| C. B. Macpherson        | - Assistant Professor and Supervisor of Studies  | 2,900          |
| Miss M. L. Northway     | - Assistant Professor, Psychology                | 1,800          |
| Zoology:                |  |                |
| W. H. T. Baillie        | - Professor of Mammalian Anatomy                 | 4,300          |
| J. W. MacArthur         | - Professor of Genetics                          | 4,300          |
| E. H. Craigie           | - Professor of Comparative Anatomy and Neurology | 4,300          |
| F. E. J. Fry            | - Assistant Professor                            | 3,300          |
| German:                 |  |                |
| G. E. Holt              | ) Associate Professors                           | 3,600          |
| H. Boeschenstein        |  | 3,500          |
| A. Weinstein            | - Associate Professor in Mathematics             | 3,100          |



Appoint-  
ments  
(Cont'd)

Faculty of Medicine:

Anatomy:

|                 |   |                      |         |
|-----------------|---|----------------------|---------|
| A. W. Ham       | ) |                      | per an. |
| H. A. Cates     | ) | Professors           | \$4,750 |
| J. Clarke       | - | Laboratory Assistant | 4,200   |
| H. F. Whittaker | ) |                      | 1,375   |
| G. Ross         | ) | Technical Assistants | 1,650   |
|                 |   |                      | 1,550   |

Medicine:

|              |   |                      |     |
|--------------|---|----------------------|-----|
| R. G. Armour | ) |                      | 300 |
| J. Hepburn   | ) | Assistant Professors | 300 |
| H. H. Hyland | - | Associate            | 500 |

Physiology:

|                 |   |   |       |
|-----------------|---|---|-------|
| D. Y. Solandt   | - | Professor                                       | 4,000 |
| R. E. Haist     | - | Associate Professor                             | 2,500 |
| Miss C. A. Bell | - | Clerk and Stenographer in<br>the Medical Office | 1,450 |

Faculty of Applied Science and Engineering:

|                |   |   |       |
|----------------|---|---|-------|
| T. R. Loudon   | - | Professor and Head of the De-<br>partment of Civil Engineering:<br>Municipal and Structural | 5,700 |
| Miss G. M. Fry | - | Office Assistant, Engineering<br>Drawing  | 1,200 |
| F. G. Ewens    | - | Assistant Professor, Mechanical<br>Engineering  | 3,200 |

Faculty of Dentistry:

|               |   |   |              |
|---------------|---|---|--------------|
| J. H. Johnson | - | Professor of Dental Surgery and<br>Anaesthesia                          | 4,500        |
| G. V. Fisk    | - | Associate Professor of Ortho-<br>dontics                                | 660          |
| J. M. Sheldon | - | Associate Professor of Operative<br>Dentistry, in charge of<br>Ceramics | 836          |
| P. W. Arkle   | - | Associate in Dentistry  | 3,200        |
| H. Halderson  | - | Associate in Orthodontics   | 520          |
| T. N. Scott   | - | Associate in Dentistry<br>additional allowance                          | 675)<br>540) |
| R. E. Diprose | - | Associate in Dental Surgery and<br>Anaesthesia                          | 378          |

Faculty of Forestry:

|             |   |           |       |
|-------------|---|-----------|-------|
| R. C. Hosie | - | Professor | 4,500 |
|-------------|---|-----------|-------|

School of Social Work:

|                     |   |   |       |
|---------------------|---|---|-------|
| Miss A. C. McGregor | - | Assistant Director and Associate<br>Professor | 3,500 |
|---------------------|---|---|-------|

School of Chinese Studies:

|                 |   |                     |       |
|-----------------|---|---------------------|-------|
| Miss H. Fernald | - | Assistant Professor | 1,500 |
|-----------------|---|---------------------|-------|

Institute of Child Study:

|                       |   |  |       |
|-----------------------|---|--|-------|
| W. E. Blatz           | - | Director   | 1,500 |
| K. S. Bernhardt       | - | Assistant Director   | 800   |
| Miss D. A. Millichamp | - | Assistant Director - honorarium<br>of \$100 per an. during period<br>of leave of absence |       |
| Miss M. I. Fletcher   | - | Principal  | 1,800 |
| Miss M. Poppleton     | - | Secretary  | 1,600 |
| Miss I. F. Smith      | - | Clerical Assistant   | 1,050 |

Library:

|                 |   |            |       |
|-----------------|---|------------|-------|
| Miss M. Hiltz   | ) |            | 1,300 |
| Miss A. Moulton | ) | Assistants | 1,300 |

Department of University Extension and Publicity:

|                    |   |                    |       |
|--------------------|---|--------------------|-------|
| B. W. Sharpe       | - | Associate Director | 3,300 |
| Mrs. A. H. Shearer | - | Clerk              | 1,050 |

From October 1, 1945

Faculty of Applied Science and Engineering:

|                 |   |  |       |
|-----------------|---|--|-------|
| L. S. Lauchland | - | Assistant Professor, Electrical<br>Engineering | 2,800 |
|-----------------|---|--|-------|



esigna-  
ions

That the following resignations be accepted:-

|  |   | Effective  |
|--|---|------------|
| <u>Faculty of Arts:</u>                            |   |            |
| H. R. Kemp   | - Professor of Commerce in Political Economy  | June 30/45 |
| J. E. M. Hancock                                   | - Assistant Professor of Law                  | June 30/45 |
| <u>Faculty of Medicine:</u>                        |   |            |
| F. W. Rolph  | ) Associates in Medicine                      | June 30/45 |
| W. P. Warner                                       |   | June 30/45 |
| R. E. Gaby   | - Associate in Surgery                        | June 30/45 |
| <u>Faculty of Applied Science and Engineering:</u> |   |            |
| D. D. Panabaker                                    | - Assistant Professor, Mechanical Engineering | June 30/45 |
| <u>Library:</u>                                    |   |            |
| Miss E. Bertram                                    | - Assistant                                   | June 30/45 |
| <u>Office of the Registrar:</u>                    |   |            |
| Miss G.L. Lawrenson                                | - Clerk                                       | July 31/45 |

ther  
ppoint-  
ents

Other appointments:

For the Session 1945-46

|   |   |               |
|---|---|---------------|
| <u>Library:</u>                                 |   |               |
| Miss R. Schawlow                                | - Assistant, July 1 to Sept.15.   | \$500 per an. |
| <u>Athletics and Physical Training - Men:</u>   |   |               |
| W. H. Martin                                    | - Gymnasium Instructor and Supervisor of Compulsory Physical Training (10 mos.) | \$2,900       |
| J. E. McCutcheon                                | - Gymnasium Instructor and Supervisor of Intramural Athletics (10 mos.)         | 2,900         |
| C. Zwygard                                      | - Gymnasium Instructor (8 mos.)   | 2,000         |
| H. Phillips                                     | - do. (10 mos.)   | 2,500         |
| W. W. Winterburn                                | - Swimming Instructor (10 mos.)   | 2,600         |
| W. Rimmer                                       | - Chief Locker and Attendance Clerk (12 mos.)                                   | 2,200         |
| L. Green  | ) Locker Room Attendants,   | 1,560         |
| P. Robb   |   | 1,300         |
| Miss K. Boyd                                    | - Clerical Assistant, (12 mos.)   | 1,300         |
| <u>Athletics and Physical Training - Women:</u> |   |               |
| Miss W. Baxter                                  | - Swimming Instructor for Women (7 mos.)  | 1,450         |
| Miss D. N. R. Jackson                           | ) Instructors (12 mos.)   | 1,100         |
| Mrs. W. A. McCatty                              |   | 1,150         |
| Mrs. M. Graham                                  | - Clerical Assistant and Pianist (8 mos.)                                       | 1,050         |
| Miss A. E. M. Parkes                            | - Sec.-Treas., Women's Athletic Directorate (8 mos.)                            | 500           |
| <u>University Health Service:</u>               |   |               |
| <u>Women:</u>                                   |   |               |
| Mrs. H. McKinnon                                | - Assistant   | 1,500         |
| Mrs. H. Chandler                                | - Clerical Assistant  | 1,000         |
| Miss D. Milne                                   | - Nurse   | 1,200         |
| Miss M. Northway                                | - Consultant (8 mos.)   | 240           |
| <u>Men:</u>                                     |   |               |
| H. A. Burnett                                   | - Assistant   | 1,300         |
| E. S. Jeffrey                                   | ) Staff Physicians  | 1,000         |
| K. E. Ferrie                                    |   | 1,000         |
| S. M. Campbell                                  | ) Consultant Surgeon  | 1,000         |
| R. H. Thomas                                    |   | 200           |
| H. H. Hyland                                    | - Consultant (8 mos.)   | 400           |
| Miss K. Barber                                  | - Secretary   | 1,300         |
| J. M. Thomas                                    | - First Aid Attendant   | 1,500         |
| Miss R. Ramsden                                 | - Nurse   | 1,200         |
| C. E. Downs                                     | - Laboratory Technician   | 500           |
| W. Robertson                                    | - Orderly   | 600           |



Appoint-  
ments  
(Cont'd)

Faculty of Arts:

Anthropology:

R. L. Birdwhistell  
C. W. M. Hart

- Lecturer \$2,200  
- Special Lecturer 200

Astronomy:

Miss R. J. Northcott  
Mrs. H. S. Hogg  
Miss E. M. Fuller  
D. K. Norris  
G. F. D. Duff  
W. T. Sharp

- Lecturer 1,900  
- Lecturer (part time) 1,200  
- Secretary-Librarian (part time) 800  
    ) \$125 per mo.  
    ) Summer Assistants, 100 " "  
    ) July, Aug. & Sept. 100 " "

Botany:

A. J. V. Lehmann  
D. H. Hamly  
Miss D. F. Forward  
M. W. Bannan  
N. W. Radforth  
Miss C. B. Ross  
A. R. Gopal-Ayengar  
Mrs. L. Kennedy

    ) 2,500  
    ) 2,200  
    ) Lecturers 2,100  
    ) 2,100  
    ) 2,100  
- Technical Assistant 1,800  
- do. July & Aug. 266.66  
- do. Sept. 1 to June 30 1,333.34

W. M. Bowden  
R. F. Cain  
L. Van Cleemput  
Miss R. Hobberlin  
Miss K. L. Hull  
D. S. Hull

- Senior Demonstrator 1,000  
- Curator and Demonstrator 2,100  
- Horticulturist 2,300  
- Clerical Assistant 1,400  
- Librarian and Demonstrator 1,600  
- Stockkeeper and Senior Laboratory Attendant 1,260  
    ) Laboratory Attendants and 1,100  
    ) Assistants 1,000

Class Assistants, Oct. 1 to May 31:

H. M. Good  
Miss R. Dearden  
D. F. Fraser  
K. M. Graham  
W. M. Bowden  
K. H. Rothfels

\$560 A. R. A. Taylor 560  
560 J. T. Slykhuis 560  
280 G. M. Ward 280  
560  
    ) July 1 to June 30 600  
    ) 1,120

Paid from Botanic Garden and Greenhouse Appropriation:

P. Alexeiff  
S. Bond

- Gardener 960  
- Assistant Gardener 960

Paid from appropriation for Special Research:

Research Assistants:

Miss V. Facey  
J. T. Slykhuis

    ) July and August \$70 per mo.  
    ) 85 " "

Chemistry:

J. M. Grosheintz  
Miss E. V. Eastcott  
Miss N. Gleaston  
E. Chadwick  
R. Porter  
Miss M. Porter  
Mrs. M. MacCallum

- Research Associate \$2,040  
- Lecturer (8 mos.) 2,000  
- Technician 840  
    ) \$20 per wk.  
    ) Laboratory Attendants 15 " "  
    ) 16 " "  
- Laboratory Attendant  
    (part time) \$6.75 per wk. total-\$300

Assistants, Oct. to May (8 mos.):

W. F. Allen  
D. A. Cavanaugh  
J. W. Hodgins  
A. G. Newcombe  
E. L. Tollefson  
M. Kates  
C. M. Finigan  
D. L. MacDonald  
A. L. Rosenberg  
D. White

\$650 E. J. Caule \$650  
650 A. G. Follows 650  
650 Miss D. Line 650  
650 H. Schiff 650  
650 G. R. Vavasour 650  
650 H. R. Chipman 724  
724 A. Kahn 724  
724 J. C. MacKenzie 724  
724 D. E. Ryan 724

Assistants, Sept. to April (8 mos.):

J. McDonnell  
Mrs. M. A. Thomson

650 A. C. Sibbald 650  
- Secretary-Assistant & Librarian 1,200



ppoint-  
ents  
Cont'd)

# Faculty of Arts (Cont'd):

## Fine Art:

|                    |                           |                |
|--------------------|---------------------------|----------------|
| P. Haworth         | - Lecturer (part time)    | \$700          |
| C. Atkins          | )                         | 1,320          |
| Mrs. B. C. Haworth | ) Instructors (part time) | 250            |
| M. Baldwin         | - Special Instructor      | without salary |
| Mrs. I. Whitley    | - Reader                  | 150            |

## Geography:

|           |            |       |
|-----------|------------|-------|
| W. Draper | - Lecturer | 2,000 |
|-----------|------------|-------|

## Geological Sciences:

|                    |                                    |       |
|--------------------|------------------------------------|-------|
| F. G. Smith        | - Special Lecturer                 | 2,900 |
| E. W. Nuffield     | - Lecturer                         | 2,000 |
| R. Beland          | )                                  | 500   |
| R. W. Thompson     | ) Demonstrators                    | 600   |
| Miss J. G. Maxwell | - Stenographer-Librarian           | 1,100 |
| W. D. Norgate      | - Laboratory Attendant (part time) | 700   |
| W. Wightman        | - do.                              | 1,050 |
| E. A. Fulmer       | - Class Assistant                  | 250   |

## History:

|                   |                                  |       |
|-------------------|----------------------------------|-------|
| J. M. S. Careless | - Lecturer                       | 2,500 |
| Miss F. C. Hahn   | - Secretarial Assistant (9 mos.) | 1,000 |

## Italian and Spanish:

### Instructors:

|                   |         |                     |       |
|-------------------|---------|---------------------|-------|
| N. H. Tayler      | \$1,500 | Miss M. I. Sirdevan | 1,250 |
| Mrs. G. A. Thomas | 1,250   | Miss V. M. Bowles   | 1,250 |

## Mathematics:

|                       |            |       |
|-----------------------|------------|-------|
| Miss M. E. G. Waddell | - Lecturer | 2,200 |
|-----------------------|------------|-------|

### Fellows:

|              |       |               |     |
|--------------|-------|---------------|-----|
| A. Schild    | \$800 | J. A. Jenkins | 700 |
| R. Steinberg | 700   | B. White      | 650 |
| A. Wilson    | 650   |               |     |

## Military Studies:

|                 |                       |       |
|-----------------|-----------------------|-------|
| W. A. Baughurst | - Assistant (10 mos.) | 1,100 |
|-----------------|-----------------------|-------|

## Philosophy:

|           |  |       |
|-----------|--|-------|
| G. Edison | - Lecturer @ \$3,000., of which Trinity College pays one-third |       |
| D. Savan  | - Lecturer (also in Ethics in University College)              | 1,500 |

## Physics:

### Assistant Demonstrators:

|                      |       |                   |     |
|----------------------|-------|-------------------|-----|
| Miss I. E. Struthers | \$600 | Mrs. M. Rotenberg | 500 |
| C. C. Cornett        | 600   | J. N. P. Hume     | 600 |
| I. D. Morrison       | 600   |                   |     |

|                 |                           |       |
|-----------------|---------------------------|-------|
| Miss N. K. Reed | - Secretary and Librarian | 1,600 |
| B. Clark        | - Mechanician             | 2,700 |

### Assistant Mechanicians:

|                |  |             |       |
|----------------|--|-------------|-------|
| J. Ward        | - \$2,200                                    | G. Woodward | 2,200 |
| F. Shepherd    | 2,100  | A. Owen     | 2,100 |
| R. H. Chappell | - Glassblower                                |             | 3,000 |
| H. W. Tonkin   | - Laboratory and Lecture Assistant           |             | 1,800 |
| H. Christie    | - Assistant Laboratory and Lecture Assistant |             | 1,400 |

|                  |                          |       |
|------------------|--------------------------|-------|
| Miss B. I. Smith | - Clerical Assistant     | 1,200 |
| Mrs. D. Elson    | - Demonstrator           | 2,000 |
| J. L. Kerwin     | - Assistant Demonstrator | 1,000 |

## Political Economy:

|             |                      |       |
|-------------|----------------------|-------|
| R. H. Coats | - Visiting Professor | 1,500 |
|-------------|----------------------|-------|

### Lecturers:

|                    |         |              |       |
|--------------------|---------|--------------|-------|
| K. F. M. Helleiner | \$2,500 | F. H. Buck   | 2,500 |
| E. Munzer          | 2,200   | S. G. Murray | 1,900 |



Appoint-  
ments  
(Cont'd)

Faculty of Arts (Cont'd):

Political Economy (Cont'd):

Instructors:

|                |             |              |         |
|----------------|-------------|--------------|---------|
| W. R. Dymond   | \$1,800     | P. G. Giffen | \$, 600 |
| Mrs. K. Klawe  | 1,500       |              |         |
| Miss J. Burnet | - Sociology |              | 1,500   |

Assistants:

|               |     |                |     |
|---------------|-----|----------------|-----|
| W. F. Doucet  | 250 | P. Gilbert     | 250 |
| G. M. Hougham | 250 | F. C. Genovese | 250 |
| V. Lang       | 250 | J. T. Montague | 250 |
| E. Savage     | 250 | D. Schwartzman | 250 |
| C. M. Brick   | 250 |                |     |

Miss C. McNeill

- Secretary 1,200

Psychology:

Mrs. M. B. Arnold - Lecturer 1,600

Special Lecturers:

|                  |       |                  |     |
|------------------|-------|------------------|-----|
| G. W. Anderson   | \$200 | R. W. B. Jackson | 200 |
| Mrs. R. Gerstein | 600   | V. L. Stewart    | 200 |

Class Assistants:

|                    |     |                   |     |
|--------------------|-----|-------------------|-----|
| Miss R. Potashin   | 400 | Mrs. E. K. Palter | 300 |
| Miss R. Tobias     | 350 | Miss D. Moffat    | 300 |
| Miss D. M. Beattie | 300 |                   |     |

S. G. Shane

) Readers 200

Miss R. Falk

) 200

Miss G. M. Bransby

- Clerical Assistant 1,100

Miss D. D. Hearn

) Laboratory Attendants 1,150

Miss G. Evans

) 400

G. Cooper

- Technician 2,300

Zoology:

Miss V. E. Engelbert ) Lecturers 1,800

G. M. Neal

) 1,800

J. G. Aldous

) Demonstrators 1,100

Mrs. M. W. Thompson

) 800

R. R. Langford

- Research Assistant 500

A. Quantrill

- Technical Assistant 1,700

Mrs. A. Shortt

- do. Sept. 1 to June 30 950

Miss M. Stewart

- do. July 1 to Mar. 31 972.50

W. J. LeRay

- Curator of Vivarium 1,800

D. LeRay

- Assistant Curator of Vivarium 1,300

W. Smith

- Laboratory Attendant and Stores Assistant 1,350

E. Gilbert

- Chief Laboratory Assistant \$17 a wk.

Miss R. Jenkins

- Secretary 1,600

Mrs. M. Proctor

- Stenographer and Librarian 1,150

University College:

Classics:

Mrs. G. Norwood - Lecturer 2,000

English:

Fellows:

|             |       |                     |     |
|-------------|-------|---------------------|-----|
| J. R. Scott | \$700 | C. Duncan           | 700 |
| L. Duchemin | 700   | Miss M. A. Cochrane | 700 |

French:

Lecturers:

|                      |       |                      |       |
|----------------------|-------|----------------------|-------|
| P. E. Marquis        | 2,100 | S. Aquarone          | 2,700 |
| D. Hayne             | 2,200 | Miss I.G. Balthazard | 2,000 |
| Miss M. D. MacDonald | 2,000 |                      |       |

German:

R. Coper - Instructor 1,700

Oriental Languages:

R. J. Williams - Lecturer 1,000

Ethics:

D. Savan - Lecturer (also in Philosophy) 1,000

Appoint-  
ments  
(Cont'd)

Faculty of Arts (Cont'd):  
University College (Cont'd):

General:

|                  |                |         |
|------------------|----------------|---------|
| W. J. McAndrew   | - Registrar    | \$1,300 |
| Miss R. Davidson | - Stenographer | 1,200   |

Women's Residences:

|                   |   |       |
|-------------------|---|-------|
| Miss V. R. Murphy | - Dietitian (with living valued @ \$200)                      | 1,800 |
| Miss P. West      | - Assistant Dietitian (with living valued @ \$200)            | 1,400 |
| Mme. J. Ledoux    | - Nurse-Housekeeper (with living valued @ \$400)              | 1,200 |
| Mrs. A. Marriott  | - Assistant to the Dean of Women (with living valued @ \$400) | 1,500 |
| Miss M. Lim       | - Secretary (with living valued @ \$200)                      | 1,100 |

Faculty of Medicine:

Anatomy:

|                   |                                |       |
|-------------------|--------------------------------|-------|
| A. E. Montgomery  | - Demonstrator, Dental Anatomy | 400   |
| H. deW. Ball      | - Demonstrator, Histology      | 500   |
| Miss K. McMurrich | - Demonstrator                 | 1,000 |

Art Service:

|                  |                                   |       |
|------------------|-----------------------------------|-------|
| Mrs. J. R. Ross  | - Assistant Artist and Instructor | 1,200 |
| Miss M. Drummond | - Assistant                       | 350   |

Bio-Chemistry:

|                   |                |       |
|-------------------|----------------|-------|
| Mrs. J. M. Fisher | - Demonstrator | 1,100 |
|-------------------|----------------|-------|

Fellows:

|                |         |               |       |
|----------------|---------|---------------|-------|
| J. A. McCarter | \$1,150 | S. J. Zbarsky | 1,020 |
| S. J. Patrick  | 915     | J. F. Morgan  | 915   |
| G. S. Stewart  | 900     |               |       |

Committee on Experimental Research:

|           |                             |       |
|-----------|-----------------------------|-------|
| W. Cowan  | - Chief Technical Assistant | 1,850 |
| L. Hughes | - Laboratory Assistant      | 900   |

Hygiene and Preventive Medicine:

Lecturers:

|                    |                        |         |     |
|--------------------|------------------------|---------|-----|
| A. M. Goulding     | \$1,044                | R. Hare | 400 |
| Miss H. C. Plummer | 750                    |         |     |
| Miss G. Mickle     | - Demonstrator         | 1,450   |     |
| Miss A. Camilleri  | - Laboratory Assistant | 900     |     |

Medicine:

Senior Demonstrators:

|                |       |                 |     |
|----------------|-------|-----------------|-----|
| G. Bates       | \$200 | G. F. Boyer     | 200 |
| E. F. Brooks   | 200   | E. A. Broughton | 200 |
| J. G. Falconer | 200   | A. R. Hagerman  | 200 |
| G. W. Lougheed | 500   | E. J. Maltby    | 200 |
| L. M. Murray   | 200   | W. E. Ogden     | 200 |
| H. E. Rykert   | 500   |                 |     |

Junior Demonstrators:

|                 |     |                |     |
|-----------------|-----|----------------|-----|
| A. F. W. Anglin | 150 | C. R. Burton   | 150 |
| T. A. Crowther  | 150 | F. C. Hamilton | 150 |
| E. S. Jeffrey   | 150 | H. E. Pugsley  | 500 |
| V. F. Stock     | 150 |                |     |

|                    |  |       |
|--------------------|--|-------|
| H. M. Gray         | - Junior Demonstrator in Clinical Microscopy | 250   |
| W. F. Greenwood    | - Fellow                                     | 1,000 |
| Miss M. I. Hanna   | - Research Assistant                         | 1,500 |
| Miss K. Lee        | - Technical Assistant                        | 1,260 |
| Miss S. H. Clutton | - Secretary                                  | 1,560 |



Appoint-  
ments  
(Cont'd)

Faculty of Medicine (Cont'd):

Obstetrics and Gynaecology:

Senior Demonstrators:

H. W. Johnston

\$200

K. Manning

\$200

F. J. O'Leary

200

Junior Demonstrators:

G. L. Watt

150

L. T. A. Armstrong

150

A. Purdy

150

W. Murby

150

J. C. Mann

150

J. C. Goodwin

150

D. E. Cannell

150

M. C. Watson

150

W. D. Flatt

- Fellow

1,000

D. N. Henderson

- Fellow (part time)

500

Miss E. E. Marshall

- Secretary

900

Ophthalmology:

Senior Demonstrators:

A. I. Morgan

\$200

J. F. A. Johnston

200

T. H. Hodgson

700

Miss M. E. Gray

- Technical Assistant

600

E. N. Wright

- Associate Research Fellow

600

Miss F. Richardson

- Secretarial Assistant (part time)

150

Oto-Laryngology:

Senior Demonstrators:

H. H. Burnham

\$200

J. X. Robert

200

A. H. Veitch

200

D. E. S. Wishart

200

Junior Demonstrators:

G. McGregor

150

G. C. Snell

150

G. Strachan

150

J. Sullivan

150

G. A. Fee

150

H. McCart

150

Paediatrics:

Senior Demonstrators:

Miss G. L. Boyd

500

A. P. Hart

200

G. E. Smith

200

W. W. Barraclough

150

Junior Demonstrators:

N. Silverthorne

300

C. E. Snelling

300

J. H. Ebbs

200

Mrs. E.C. Robertson

200

J. R. Ross

700

A. V. Greaves

- Research Pathologist-without salary

S. H. Jackson

- Research Assistant, Chemistry 900

F. F. Tisdall

- Director, Paediatric Research Laboratories without salary

N. Silverthorne

- Research Assistant, Bacteriology without salary

W. Stein

- Research Fellow " "

Technicians, Research Laboratories, without salary:

Miss W. M. Johnstone

Miss M. Willms

Miss R. Pocock

Miss M. B. Moffat

Miss M. L. Cassidy

- Secretarial Assistant

500

G. P. Hamblin

) Junior Demonstrators,

H. E. Edwards

) without salary

Pathological Chemistry:

A. G. Gornall

- Lecturer (provided he is released from the Navy) 2,400

D. L. Selby

) Lecturers (part time) 1,000

R. W. I. Urquhart

) 750

D. H. Boddington

) Demonstrators 500

J. S. Wilson

) 250

G. McNaughton

- Assistant

250

C. S. McArthur

- Fellow

1,000



Appoint-  
ments  
(Cont'd)

Faculty of Medicine (Cont'd):

Pathology and Bacteriology:

|                  |   |                |
|------------------|---|----------------|
| Miss R. M. Price | - Lecturer in Bacteriology and Serology | \$3,000        |
| D. K. McElroy    | - Fellow in Museum                      | 1,000          |
| Miss A. E. Gray  | - Fellow in Bacteriology                | 1,000          |
| E. J. Clifford   | - Demonstrator in Bacteriology          | without salary |
| Miss H. Train    | - Laboratory Attendant                  | 960            |
| Miss M. I. Tom   | - Lecturer in Neuropathology            | 2,400          |

Physiology:

|                |                                     |       |
|----------------|-------------------------------------|-------|
| E. S. Goranson | - Research Assistant                | 1,860 |
| E. Napke       | - Fellow                            | 1,020 |
| A. F. Holmes   | - Mechanician                       | 1,800 |
| J. D. Brown    | - Technical Assistant in Biophysics | 1,700 |

Paid from John and Mary R. Markle Foundation Grant:

Research Assistants (with wartime bonus):

|                 |         |                      |       |
|-----------------|---------|----------------------|-------|
| Miss H. J. Bell | \$1,500 | Miss A. G. Macdonald | 1,000 |
|-----------------|---------|----------------------|-------|

Paid from National Research Council Grants:

|                        |   |       |
|------------------------|---|-------|
| Mrs. Ruth C. Partridge | - Research Associate                              | 2,400 |
| Miss N. R. Heern       | - Technical Assistant (also cost of living bonus) | 1,000 |
| M. A. Ashworth         | - Research Assistant                              | 1,400 |
| Mrs. E. J. M. Pugh     | - Demonstrator                                    | 500   |

Paid from Medical Research Best Fund:

|                    |   |     |
|--------------------|---|-----|
| Mrs. E. J. M. Pugh | - Demonstrator                          | 250 |
| M. J. Wilson       | - Research Assistant (part time)        | 400 |
| E. S. Goranson     | - do.                                   | 150 |
| Miss D. M. Secord  | - Secretarial Assistant                 | 150 |
| F. L. Robinson     | - Head of Technical Staff               | 500 |
| A. J. Stonyer      | - Technical Assistant (\$125 per month) | 375 |

Psychiatry:

Demonstrators:

|                   |                         |                |     |
|-------------------|-------------------------|----------------|-----|
| G. W. Anderson    | \$150                   | R. M. Franks   | 150 |
| L. D. Proctor     | 150                     | J. G. Dewan    | 150 |
| K. G. Gray        | - Fellow                | without salary |     |
| Miss A. F. Abbott | - Secretarial Assistant | " "            |     |

Radiology:

|                |                         |     |
|----------------|-------------------------|-----|
| A. H. Rolph    | ) Senior Demonstrators  | 200 |
| M. R. Hall     |                         | 200 |
| C. L. Ash      | - Assistant (part time) | 500 |
| H. M. Worth    | - Research Assistant    | 750 |
| Miss V. Peters | - Junior Demonstrator   | 200 |

Surgery:

Senior Demonstrators:

|                   |       |                 |     |
|-------------------|-------|-----------------|-----|
| H. G. Armstrong   | \$200 | J. H. Couch     | 200 |
| C. R. B. Crompton | 200   | S. D. Gordon    | 200 |
| C. W. Harris      | 200   | W. S. Keith     | 200 |
| J. C. McClelland  | 200   | D. W. G. Murray | 200 |
| S. Reid           | 200   | N. W. Roome     | 200 |
| R. M. Wansbrough  | 200   |                 |     |

Junior Demonstrators:

|               |     |                  |     |
|---------------|-----|------------------|-----|
| J. W. Brennan | 150 | W. G. Carscadden | 150 |
| J. T. Danis   | 150 | F. I. Lewis      | 150 |
| D. W. Pratt   | 150 | E. E. Shouldice  | 150 |
| S. A. Thomson | 150 | A. W. M. White   | 150 |



Appoint-  
ments  
(Cont'd)

Faculty of Medicine (Cont'd):

Surgery (Cont'd):

Special Demonstrators:

|                  |       |                |       |
|------------------|-------|----------------|-------|
| M. H. V. Cameron | \$150 | G. W. Carrow   | \$150 |
| R. G. MacKenzie  | 150   | E. S. Ryerson  | 150   |
| W. A. Scott      | 150   | R. V. B. Shier | 150   |
| W. O. Stoddart   | 150   |                |       |

Fellows (part time):

|                 |       |                 |       |
|-----------------|-------|-----------------|-------|
| C. Aberhart     | 1,500 | E. H. Botterell | 1,500 |
| M. I. Davis     | 1,000 | Miss J. Gray    | 500   |
| F. R. Wilkinson | 500   |                 |       |

|                |   |                           |     |
|----------------|---|---------------------------|-----|
| D. R. Bohnen   | ) | Resident Fellows          | 500 |
| W. T. Mustard  | ) |                           | 200 |
| G. H. C. Joynt | - | Assistant Resident Fellow | 300 |

Therapeutics:

|                 |   |                                   |     |
|-----------------|---|-----------------------------------|-----|
| Mrs. J. L. Reid | - | Secretarial Assistant (part time) | 600 |
|-----------------|---|-----------------------------------|-----|

Junior Demonstrators in Anaesthesia:

|               |       |                |     |
|---------------|-------|----------------|-----|
| G. R. Balfour | \$150 | W. E. Brown    | 150 |
| C. G. Bryan   | 150   | S. M. Campbell | 150 |
| J. Chassels   | 150   | N. S. Clark    | 150 |
| S. J. Evelyn  | 150   | H. R. Hargrave | 150 |
| C. H. Robson  | 150   | A. R. Wilkins  | 150 |

Assistants in Anaesthesia (without salary):

|                 |   |                               |     |
|-----------------|---|-------------------------------|-----|
| D. C. Bastow    |   | H. E. Hopkins                 |     |
| F. L. Junkin    |   | R. H. Meredith                |     |
| Miss L. Pollard | - | Assistant in Physical Therapy | 300 |

Medical Office:

|                  |   |           |     |
|------------------|---|-----------|-----|
| W. C. Boddington | - | Messenger | 875 |
|------------------|---|-----------|-----|

Special Lecturers:

|                |   |                              |                |
|----------------|---|------------------------------|----------------|
| A. D. A. Mason | - | Dentistry                    | 100            |
| G. S. Young    | - | Medical Ethics and Economics | without salary |
| S. K. Jaffary  | - | Social Medicine              | 60             |
| H. Wasteneys   | ) | History of Science and       | 200            |
| A. F. Coventry | ) | Civilization                 | 200            |

Medical Jurisprudence:

Lecturers:

|            |       |                |     |
|------------|-------|----------------|-----|
| K. G. Gray | \$150 | W. L. Robinson | 125 |
| S. Lawson  | 75    |                |     |

School of Hygiene:

Administration:

|                   |   |                            |     |
|-------------------|---|----------------------------|-----|
| Miss B. M. Calvin | - | Acting Assistant Secretary | 600 |
|-------------------|---|----------------------------|-----|

Epidemiology and Biometrics:

|                  |   |           |       |
|------------------|---|-----------|-------|
| Miss C. A. Miles | - | Secretary | 1,100 |
|------------------|---|-----------|-------|

Paid from Rockefeller Fund I:

|                      |   |                                       |                   |
|----------------------|---|---------------------------------------|-------------------|
| Mrs. M.R. Richardson | - | Fellow in Epidemiology and Biometrics | 1,600) and bonus) |
|----------------------|---|---------------------------------------|-------------------|

|                       |   |   |       |
|-----------------------|---|---|-------|
| Miss V. I. Binnington | - | Associate in Public Health Administration | 1,000 |
|-----------------------|---|---|-------|

Public Health Administration:

|             |   |                                       |     |
|-------------|---|---------------------------------------|-----|
| A. E. Berry | - | Lecturer in Public Health Engineering | 750 |
|-------------|---|---------------------------------------|-----|

|             |   |            |     |
|-------------|---|------------|-----|
| J. T. Phair | ) | Associates | 300 |
| G. C. Brink | ) |            | 100 |

|                    |   |                      |     |
|--------------------|---|----------------------|-----|
| Miss E. Cartwright | - | Laboratory Assistant | 940 |
|--------------------|---|----------------------|-----|

Paid from Rockefeller Fund II:

|                       |   |                                    |       |
|-----------------------|---|------------------------------------|-------|
| O. C. Powers          | ) | Associates                         | 3,900 |
| Miss V. I. Binnington | ) |                                    | 2,800 |
| E. R. E. Halnan       | - | Clinical Assistant                 | 250   |
| Miss H. M. Carpenter  | - | Associate in Public Health Nursing | 2,500 |



ppoint-  
ents  
Cont'd)

School of Hygiene (Cont'd):

Physiological Hygiene:

|  |  |            |
|--|--|------------|
| Mrs. Ruth C. Partridge                                 | - Lecturer, Physiological Hygiene              | \$ 300     |
| J. G. Cunningham                                       | - Lecturer, Industrial Hygiene                 | 500        |
| H. N. MacFarland                                       | - Senior Research Fellow in Industrial Hygiene | 400        |
| Miss A. C. Steele                                      | - Research Fellow                              | 960        |
| J. H. Horwood  | - Acting Chief Technician                      | 1,500      |
| R. Smith   | - Technician                                   | 1,200      |
| Paid from National Foundation for Infantile Paralysis: |  |            |
| J. Hunter  | )  | 1,800)     |
|  | ) Research Fellows in                          | and bonus) |
| Miss J. Lock   | ) Physiological Hygiene                        | 960)       |
|  | )  | and bonus) |
| Miss P. A. Clark                                       | - Technician                                   | 960)       |
|  |  | and bonus) |

Paid from Rockefeller Fund I:

|                 |  |            |
|-----------------|--|------------|
| R. E. Haist     | - Assistant Professor, Physiological Hygiene (part time) | 400        |
| Miss A. Mackley | - Research Fellow in Physiological Hygiene               | 960)       |
|                 |  | and bonus) |
| G. E. Mack      | - Research Fellow in Industrial Hygiene                  | 1,200)     |
|                 |  | and bonus) |

Paid from Government Grant M.P.31:

|              |  |       |
|--------------|--|-------|
| G. J. Millar | - Research Fellow in Physiological Hygiene | 1,320 |
| J. D. Brown  | - Technician (part time)                   | 330   |

Paid from Dominion Government Grant Med. 26:

|                  |  |       |
|------------------|--|-------|
| Miss D. M. Allan | - Research Fellow in Physiological Hygiene | 1,056 |
|------------------|--|-------|

Nutrition:

|                   |                      |       |
|-------------------|----------------------|-------|
| Miss H. J. Leeson | - Clinical Associate | 2,700 |
| Miss E. James     | - Technician         | 980   |

Paid from Rockefeller Fund IV:

|                   |                     |                   |
|-------------------|---------------------|-------------------|
| Miss H. R. Virtue | - Research Fellow   | \$1,280 and bonus |
| Miss L. Barber    | - Senior Technician | 1,220 " "         |
| Mrs. J. Scott     | - Technician        | 940 " "           |

Paid from Rockefeller Fund V:

|                   |                          |           |
|-------------------|--------------------------|-----------|
| W. W. Hawkins     | - Senior Research Fellow | 1,660 " " |
| Miss M. Sanderson | - Research Fellow        | 1,000 " " |
| Miss D. Neale     | - Technician             | 840 " "   |

Paid from Nutrition Foundation Grant:

|                      |                   |           |
|----------------------|-------------------|-----------|
| Miss E. C. Armstrong | - Research Fellow | 1,280 " " |
|----------------------|-------------------|-----------|

Chemistry in Relation to Hygiene:

|                   |              |                |
|-------------------|--------------|----------------|
| Miss E. M. Taylor | )            | 500            |
| A. M. Fisher      | ) Lecturers  | without salary |
| Miss I. C. Adams  | - Technician | 1,000          |

Virus Infections:

|              |                          |     |
|--------------|--------------------------|-----|
| R. Hare      | )                        | 250 |
| R. C. Parker | ) Lecturers              | 250 |
| A. J. Bishop | - Technician (part time) | 200 |

Parasitology:

|                  |                |       |
|------------------|----------------|-------|
| Mrs. E. Kuitunen | - Demonstrator | 1,750 |
|------------------|----------------|-------|

Faculty of Applied Science and Engineering:

Applied Physics:

|                 |                          |       |
|-----------------|--------------------------|-------|
| E. L. Dodington | - Lecturer               | 2,200 |
| H. C. Jones     | - Instructor (part time) | 800   |
| P. R. G. Cahn   | )                        | 1,200 |
| E. J. Pivnick   | ) Demonstrators          | 1,200 |



Appoint-  
ments  
(Cont'd)

Faculty of Applied Science and Engineering (Cont'd):

Architecture:

|               |                                      |                |
|---------------|--------------------------------------|----------------|
| F. Coates     | - Instructor (part time)             | \$1,200        |
| P. H. Brieger | - Instructor in Fine Art (part time) | without salary |
| W. S. Wilson  | - Special Lecturer (part time)       | 250            |

Chemical Engineering:

|                   |               |       |
|-------------------|---------------|-------|
| A. M. FitzGerald  | ) Lecturers   | 1,950 |
| W. F. Graydon     |               | 1,800 |
| W. G. MacElhinney | ) Instructors | 1,750 |
| F. A. DeMarco     |               | 1,400 |

Demonstrators (part time):

|                 |                                      |                |       |
|-----------------|--------------------------------------|----------------|-------|
| C. E. Drover    | \$1,600                              | F. Kubath      | 1,100 |
| R. M. Mathieson | 1,100                                | G. L. Milligan | 1,150 |
| F. J. Quail     | 550                                  | H. E. Herbst   | 600   |
| T. L. Crossley  | - Special Lecturer in Pulp and Paper |                | 200   |

Civil Engineering - Municipal and Structural:

|                   |                            |       |
|-------------------|----------------------------|-------|
| B. Etkin          | - Lecturer                 | 2,200 |
| A. E. Berry       | - Lecturer (part time)     | 1,000 |
| W. H. M. Laughlin | - do.                      | 600   |
| C. W. Dillane     | - Demonstrator             | 1,400 |
| J. O. Gorman      | - Demonstrator (part time) | 700   |
| R. G. Wykes       | - do.                      | 250   |

Civil Engineering - Surveying and Geodesy:

|              |             |       |
|--------------|-------------|-------|
| T. L. Rowe   | ) Lecturers | 2,025 |
| S. H. deJong |             | 1,800 |

Electrical Engineering:

|                |              |       |
|----------------|--------------|-------|
| R. G. Anthes   | ) Lecturers  | 2,700 |
| R. Scott       |              | 2,200 |
| E. F. Buckley  | - Instructor | 1,700 |
| H. A. Courtice | - do.        | 1,800 |

Demonstrators:

|                |                                  |              |       |
|----------------|----------------------------------|--------------|-------|
| P. A. Rickard  | \$1,400                          | W. E. Hodges | 1,500 |
| R. H. Saffrey  | 1,300                            |              |       |
| Mrs. I. Turner | - Office Assistant and Librarian |              | 1,175 |
| P. D. Balmer   | ) Demonstrators                  |              | 1,300 |
| W. Buchholz    |                                  |              | 1,300 |

Engineering Drawing:

|               |                                       |       |
|---------------|---------------------------------------|-------|
| J. J. Spence  | ) Lecturers                           | 2,700 |
| G. R. Edwards |                                       | 1,800 |
| D. P. Scott   | - Instructor                          | 1,600 |
| F. E. Deloume | ) Demonstrators                       | 1,400 |
| E. Myatt      |                                       | 1,000 |
| T. L. Rowe    | - Special Instructor                  | 200   |
| G. Brown      | - Attendant in Drafting Room (9 mos.) | 1,100 |

Mechanical Engineering:

|               |               |       |
|---------------|---------------|-------|
| W. A. Wallace | ) Lecturers   | 2,100 |
| R. T. Waines  |               | 2,100 |
| W. Bruce      | ) Instructors | 1,600 |
| D. G. Huber   |               | 1,400 |

Demonstrators:

|               |         |                 |       |
|---------------|---------|-----------------|-------|
| O. Clodman    | \$1,300 | G. G. Gilchrist | 1,300 |
| D. M. Alloway | 1,200   | F. F. Roberts   | 1,200 |
| B. D. Wood    | 1,300   |                 |       |

Metallurgical Engineering:

|              |                                  |       |
|--------------|----------------------------------|-------|
| F. M. Aimone | - Instructor                     | 1,825 |
| H. Ross      | - Laboratory Assistant (10 mos.) | 1,100 |



ppoint-  
ents  
Cont'd)

# Faculty of Applied Science and Engineering (Cont'd):

## Special Lecturers:

|                |                            |       |
|----------------|----------------------------|-------|
| R. R. Grant    | - Accountancy and Business | \$500 |
| P. H. Mills    | - Engineering Law          | 500   |
| G. A. McMullen | - Public Speaking          | 300   |
| H. L. Shepherd | - Counsellor               | 2,475 |

## School of Engineering Research:

### Research Assistants, Chemical Engineering:

|                   |   |             |
|-------------------|---|-------------|
| W. G. MacElhinney | ) July, August, and   | \$175 a mo. |
| F. A. DeMarco     | ) Sept. 1 to 10   | 175 " "     |
| W. F. Graydon     | - August  | 175         |
| C. Potter         | - July 1 to Dec. 31   | 150 a mo.   |
| S. A. G. Singer   | - July 1 to June 30   | 100 " "     |
| T. L. Rowe        | - Research Assistant, Applied<br>Physics, July 1 to Aug. 15 | 175 " "     |

## Faculty of Dentistry:

|                |   |     |
|----------------|---|-----|
| G. A. McMullen | - Special Lecturer in English<br>Expression | 100 |
|----------------|---|-----|

|                  |                             |     |
|------------------|-----------------------------|-----|
| F. A. Clarkson   | - Demonstrator in First Aid | 40  |
| W. J. S. Jackson | - Associate in Dentistry    | 700 |

### Lecturers:

|                 |  |     |
|-----------------|--|-----|
| T. R. Marshall  | - Dental Praxis  | 150 |
| Miss J. C. Gray | - Surgery  | 360 |
| J. Speers       | - English  | 360 |
| C. C. Rous      | - Principles of Accounting, also to<br>Class in Dental Nursing | 300 |

|                   |  |     |
|-------------------|--|-----|
| Mrs. D. A. Secord | - Instructor in Typewriting (Dental<br>Nurses) | 156 |
|-------------------|--|-----|

|               |                                   |     |
|---------------|-----------------------------------|-----|
| E. M. Riggsby | - Instructor in Dental Technology | 240 |
|---------------|-----------------------------------|-----|

### Demonstrators in Dentistry:

|                     |   |              |       |
|---------------------|---|--------------|-------|
| M. R. Culbert       | \$465                                     | H. H. Cummer | 540   |
| A. M. Hord          | 693                                       | J. B. Pepper | 270   |
| H. M. Robb          | 629                                       | O. J. Yule   | 540   |
| A. F. Fenton        | - Technician in Histology                 |              | 300   |
| Mrs. L. Barraclough | - Laundress in Infirmary                  |              | 756   |
| Miss J. Miller      | - Supervisor of Dental Nurses in Training |              | 1,400 |

### Dental Nurses:

|                    |                                |                      |       |
|--------------------|--------------------------------|----------------------|-------|
| Mrs. E. G. Mason   | \$1,000                        | Miss F. G. Whitehead | 1,100 |
| Miss A. H. Rose    | 1,000                          | Miss L. E. Tutt      | 800   |
| Miss M. Jackson    | 1,200                          | Miss W. M. Leask     | 1,000 |
| Miss A. G. Godfrey | 1,000                          | Miss M.M.E. Robinson | 800   |
| Miss M. A. Yorick  | 1,000                          |                      |       |
| Miss H. M. Chitty  | - Clerk, Office of the Faculty |                      | 1,300 |
| Miss B. McBride    | - Assistant to the Secretary   |                      | 1,300 |
| Miss H. A. Dionne  | - Clerk, Secretary's Office    |                      | 1,200 |
| Miss E. M. Bradley | - Assistant Librarian          |                      | 1,300 |
| Miss P. Smith      | - Assistant in Library         |                      | 462   |

## Faculty of Household Science:

|                  |                                |       |
|------------------|--------------------------------|-------|
| Miss E. E. Cross | - Clerical Assistant (10 mos.) | 1,300 |
| Mrs. C. Flinn    | - do. (part time)              | 450   |

### Food Chemistry:

|                        |              |       |
|------------------------|--------------|-------|
| Mrs. J. R. Butterfield | - Lecturer   | 1,950 |
| Mrs. E. A. Nicholson   | - Instructor | 1,450 |

### Household Science:

#### Lecturers:

|                    |                      |                  |       |
|--------------------|----------------------|------------------|-------|
| Mrs. E. H. Smith   | \$2,200              | Miss A. Grant    | 2,200 |
| Miss D. Lindsley   | 2,200                | Miss M. McKellar | 2,400 |
| Miss H. Coatsworth | 1,800                |                  |       |
| Miss M. Graydon    | - Research Assistant |                  | 1,000 |
| Miss I. Park       | )                    |                  | 900   |
| Miss M. E. Hammond | ) Assistants         |                  | 900   |



Appoint-  
ments  
(Cont'd)

Faculty of Music:

|   |  |                |
|---|--|----------------|
| J. L. Richardson  | - Carillonneur                               | \$650          |
| <u>School of Law (also in Department of Law, Faculty of Arts:</u> |  |                |
| G. D. Kennedy   | - Lecturer                                   | 1,500          |
| H. G. Fox   | - Lecturer in the Law of Industrial Property | without salary |

School of Chinese Studies:

|                  |                                     |       |
|------------------|-------------------------------------|-------|
| R. C. Rudolph    | - Assistant Professor               | 2,500 |
| F. Y. S. Tseng   | - Instructor and Research Assistant | 900   |
| Mrs. R. Watts    | - Instructor                        | 1,000 |
| Miss S. F. Ch'eh | - Instructor and Research Assistant | 400   |

School of Social Work:

|                    |                                   |       |
|--------------------|-----------------------------------|-------|
| Miss M. E. Wallace | - Lecturer and Research Associate | 2,600 |
| Miss E. Govan      | - Lecturer (part time)            | 1,500 |

School of Nursing:

Lecturers:

|                   |                                |       |
|-------------------|--------------------------------|-------|
| Miss M. J. Wilson | - (with living valued @ \$400) | 1,900 |
| Miss A. E. Reid   | \$2,200 Miss H. A. Bennett     | 2,100 |

Instructors:

|                      |                                |       |
|----------------------|--------------------------------|-------|
| Miss M. I. Tresidder | -                              | 1,500 |
| Miss J. E. Allen     | - (with living valued @ \$400) | 1,500 |
| Miss L. Thordarson   | - ( " " " @ \$400)             | 1,500 |
| Miss D. K. Duff      | - ( " " " @ \$240)             | 1,700 |
| Mrs. A. E. Jacobsen  | - Librarian (part time)        | 1,320 |

Secretarial Assistants:

|                        |  |       |
|------------------------|--|-------|
| Miss D. J. Stacey      | \$1,140 Mrs. L. M. Clarkson                    | 1,300 |
| Miss D. S. Livingstone | 1,020  |       |
| Miss S. M. Donchuk     | - Residence Nurse (with living valued @ \$400) | 1,080 |

|                  |  |     |
|------------------|--|-----|
| Miss K. S. Cowan | - Supervisor and Housekeeper in Residence Annex (with living valued @ \$400) | 960 |
|------------------|--|-----|

School of Physical and Health Education:

|                      |  |     |
|----------------------|--|-----|
| H. deW. Ball         | - Assistant in Functional Anatomy                  | 250 |
| A. M. Goulding       | - Lecturer, Hygiene and Preventive Medicine        | 150 |
| Miss G. Mickle       | - Class Assistant, Hygiene and Preventive Medicine | 50  |
| C. R. Sanderson      | - Lecturer in Literature and Expression            | 150 |
| Mrs. E. J. M. Pugh   | - Demonstrator, Physiology                         | 500 |
| Miss V. E. Engelbert | - " Zoology  | 300 |
| Mrs. M. Thompson     | - " "  | 300 |

Assistants, Physical Education, Men (without salary):

|              |            |  |
|--------------|------------|--|
| W. H. Martin | C. Zwygard |  |
|--------------|------------|--|

Instructors, Physical Education, Men:

|                |  |                             |  |
|----------------|--|-----------------------------|--|
| J. Primeau     | \$150  | H. Phillips- without salary |  |
| D. M. Graham   | 150  |                             |  |
| Mrs. M. Graham | - Assistant in Music, Physical Education (Women) | 400                         |  |

Health Education:

Instructors:

|                      |      |                   |    |
|----------------------|------|-------------------|----|
| R. G. Armour         | \$15 | G. Bates          | 5  |
| W. J. Gardiner       | 10   | C. W. Hincks      | 10 |
| S. K. Jaffary        | 5    | A. D. A. Mason    | 15 |
| F. W. McHenry        | 10   | Miss G. E. Mulock | 5  |
| T. Owen              | 5    | L. A. Pequegnat   | 10 |
| Mrs. E. C. Robertson | 15   | F. F. Tisdall     | 10 |
| R. W. I. Urquhart    | 10   | G. S. Young       | 5  |



Appoint-  
ments  
(Cont'd)

Institute of Child Study:

Teachers:

|                  |   |                 |         |
|------------------|---|-----------------|---------|
| Miss B. Gage     | \$1,500                                     | Miss M. Gregory | \$1,200 |
| Mrs. D. Leonard  | 1,000                                       |                 |         |
| Miss H. Shepherd | - Research Assistant                        |                 | 1,200   |
| Mrs. H. Johnson  | - Lecturer                                  |                 | 800     |
| Miss M. Northway | - Lecturer and Acting Assistant<br>Director |                 | 900     |
| Mrs. K. Taylor   | - Dietitian and Lecturer                    |                 | 800     |
| Mrs. H. McCart   | - Parent Education Assistant                |                 | 500     |
| Miss G. Evans    | - Office Assistant                          |                 | 350     |

Ontario College of Education:

Educational Research:

|                   |                                    |       |
|-------------------|------------------------------------|-------|
| Miss K. M. Hobday | - Secretary and Research Assistant | 2,500 |
|-------------------|------------------------------------|-------|

Clerical Assistants:

|                 |                                  |                  |       |
|-----------------|----------------------------------|------------------|-------|
| Miss M. Graham  | \$1,900                          | Miss M. Spalding | 1,800 |
| Mrs. A. Black   | 1,200                            |                  |       |
| E. E. M. Joblin | - Research Assistant (part time) |                  | 750   |

Library School:

Instructors:

|                     |                                    |     |
|---------------------|------------------------------------|-----|
| A. Mowat            | - Administration of Libraries      | 150 |
| Miss M. E. M. Poole | - Special Libraries                | 150 |
| C. R. Sanderson     | - Circulation of Books             | 150 |
| Miss L. H. Smith    | - Work with Boys and Girls         | 450 |
| Miss F. Trotter     | - Story-Telling                    | 150 |
| W. S. Wallace       | - College and University Libraries | 350 |

Referring to the notice of motion given at the

last meeting,

Upon motion of Mr. Bryce,  
Seconded by Mr. LaBine,

the President was authorized to contract with Colonel J. T. Wilson for the position of Associate Professor of Geophysics, Department of Physics, at a salary of \$5,000.00 per annum, with the condition that Colonel Wilson should not enter into any position as Consultant for any private firm without the knowledge and consent of the President, but to be free to do work for the Ontario Department of Mines or the Dominion of Canada Geological Survey as occasion arises; this appointment with the University to date from the time of Colonel Wilson's release from the Army, some time in 1946.

Other recommendations by the President were

approved as follows:-

The President authorized to contract with Col. J. T. Wilson for the position of Associate Professor of Geophysics



Adjustments  
in Depart-  
ment of  
Psychology

That the following adjustments be made in the Department of Psychology, any further re-arrangements to be dealt with by the Chairman of the Board and President Smith:-

Effective July 1, 1945:

- |                 |  |
|-----------------|--|
| K. S. Bernhardt | - salary to be increased from \$3,800 to \$4,000 per an.   |
| C. R. Myers     | - to return to his duties and to be promoted to the position of Associate Professor of Psychology at a salary of \$4,000 per an. |
| J. D. Ketchum   | - to return to his duties at a salary of \$3,600 per an.   |
| G. P. Cosgrave  | - appointment to be changed to Assistant Professor (part time) at a salary of \$1,000 per an.                                    |

Effective September 1, 1945:

- |            |  |
|------------|--|
| E. A. Bott | - to return to his duties at a salary of \$5,500 per an. |
|------------|--|

Appoint-  
ments,  
etc., in  
University  
Extension  
Courses

That the following appointments be made for various courses in the Department of University Extension and Publicity:-

Summer Session - Pass Course for Teachers:

|                     |  |       |                |
|---------------------|--|-------|----------------|
| J. R. Scott         | - First Year English                         | \$480 |                |
|                     | Travelling expenses                          | 75    | \$ 555         |
| E. J. G. Alford     | - First Year Fine Art                        |       | 480            |
| Carol Atkins        | - do.  |       | 480            |
| Miss M. B. Ellis    | - First Year French                          |       | 480            |
| W. R. Graham        | - First Year History                         |       | 480            |
| G. E. Holt          | - German (supervised study for two students) |       | 60             |
| H. S. M. Coxeter    | - First Year Mathematics                     |       | 480            |
| G. Edison           | - First Year Philosophy                      |       | 480            |
| C. R. Myers         | - First Year Psychology                      |       | 480            |
| J. G. Andison       | - Second Year French                         |       | 480            |
| Mrs. M. B. Arnold   | - Second Year Psychology                     |       | 240            |
| K. S. Bernhardt     | - First Year Psychology                      |       | 480            |
| Miss R. Tobias      | - Second Year Psychology                     |       | 240            |
| Miss D. Beattie     | - do.  |       | 150            |
| K. F. Helleiner     | ) Third Year Economics                       |       | 240            |
| S. G. Murray        | )  |       | 240            |
| L. Wheeler          | - Third Year English                         | \$480 |                |
|                     | Travelling expenses                          | 120   | 600            |
| G. W. Brown         | ) Third Year History                         |       | 240            |
| F. H. Underhill     | )  |       | 240            |
| Rev. B. F. Sullivan | - Third Year Philosophy                      |       | 480            |
| J. J. Rae           | )  |       | 480            |
| H. G. McLeod        | )  |       | 75             |
| D. E. Ryan          | ) Chemistry                                  |       | 75             |
| R. R. Langford      | )  |       | 480            |
| Miss L. M. Wallis   | ) Zoology                                    |       | 240            |
| W. Smith            | )  |       | 150            |
|                     |  |       | <u>\$9,105</u> |



Appoint-  
ments, etc.,  
University  
Extension  
Courses  
(Cont'd)

### Summer Session - Pass Course for Teachers (Cont'd):

#### A Summer Workshop:

|                |                     |            |                |
|----------------|---------------------|------------|----------------|
| E. L. Daniher  | -                   |            | \$ 400         |
| M. F. Harshorn | -                   | \$500      |                |
|                | travelling expenses | <u>250</u> | 750            |
| G. W. Brown    | -                   |            | 80             |
| H. M. Cassidy  | -                   |            | 80             |
| J. J. Talman   | -                   | \$ 80      |                |
|                | travelling expenses | <u>10</u>  | 90             |
| R. G. Trotter  | -                   | \$ 80      |                |
|                | travelling expenses | <u>10</u>  | 90             |
| J. W. Watson   | -                   | \$ 80      |                |
|                | travelling expenses | <u>5</u>   | 85             |
|                |                     |            | <u>\$1,575</u> |

#### Summer Course in Pedagogy:

|                  |                     |            |                |
|------------------|---------------------|------------|----------------|
| A. C. Lewis      | -                   |            | \$ 400         |
| H. E. Cavell     | -                   |            | 400            |
| R. W. B. Jackson | -                   |            | 400            |
| J. A. Long       | -                   |            | 400            |
| A. Macdonald     | -                   |            | 400            |
| W. B. MacMurray  | -                   |            | 200            |
| F. W. Minkler    | -                   |            | 400            |
| Leola Neal       | -                   |            | 400            |
| H. C. Newland    | -                   | \$500      |                |
|                  | travelling expenses | <u>200</u> | 700            |
| M. D. Parmenter  | -                   |            | 400            |
| C. E. Phillips   | -                   |            | 400            |
|                  |                     |            | <u>\$4,500</u> |

### Short Courses - Course in Soil Mechanics 1944-45:

Boring Demonstration to be provided by the Department of Public Works of Ottawa instead of Ontario, at a cost of \$79.35 instead of \$35.00, the additional amount to be charged to appropriation for the dinner at Hart House.

#### Course in Occupational Therapy:

|                       |  |                |
|-----------------------|--|----------------|
| Miss H. P. LeVesconte | - Chief Instructor and Supervisor      | \$2,700        |
| Miss I. Robinson      | - Instructor                           | 1,900          |
| Miss G. Watts         | - "                                    | 1,900          |
| Miss I. Loudon        | - Instructor in Art and Applied Design | 1,200          |
|                       |  | <u>\$7,700</u> |
|                       |  | <u>\$8,000</u> |

Authority was also given for an additional appropriation of

#### Course in Physiotherapy:

|                      |   |                 |
|----------------------|---|-----------------|
| W. J. Gardiner       | - Supervisor of Course and Instructor in Therapeutics and use of machines | 800             |
| Miss L. Pollard      | - Chief Instructor, Physiotherapy   | 2,700           |
| Miss A. M. Elphick   | - Instructor, Physiotherapy   | 2,400           |
| Mrs. F. E. Woodcock  | - Instructor, Massage in Physiotherapy                                    | 1,400           |
| Miss F. Cowie        | - Instructor, Physiotherapy   | 1,900           |
| Miss K. I. McMurrich | - Instructor, Anatomy   | 700             |
|                      |   | <u>\$9,900</u>  |
|                      |   | <u>\$10,000</u> |

Authority was also given for an additional appropriation of

### University Extension - Social Work - Summer Course - 1945:

#### Neighbourhood Workers' Association - 9 students

|                    |             |       |
|--------------------|-------------|-------|
| Miss J. Keagey     | - 2 "       | \$ 50 |
| Miss B. Gemmell    | - 2 "       | 50    |
| Mrs. L. Parker     | - 1 student | 25    |
| Mrs. I. MacQuarrie | - 1 "       | 25    |
| Miss F. Hirst      | - 1 "       | 25    |
| Miss R. Stock      | - 1 "       | 25    |
| Mrs. A. B. Hall    | - 1 "       | 25    |



Appoint-  
ments,  
etc., in  
University  
Extension  
Courses

University Extension - Social Work - Summer Course - 1945 (Cont'd):

|                                     |      |            |                  |
|-------------------------------------|------|------------|------------------|
| York County Children's Aid Society: |      | 5 students |                  |
| Miss M. Powrie                      | - 2  | "          | \$ 50            |
| Miss M. Bissell                     | - 2  | "          | 50               |
| Miss M. Clancy                      | - 1  | student    | 25               |
| Catholic Welfare Bureau             | - 1  | student    |                  |
| Miss L. Gorham                      | - 1  | "          | 25               |
| Jewish Family and Child Services    | - 1  | student    |                  |
| Mrs. M. Lippman                     | - 1  | "          | 25               |
| Catholic Children's Aid Society     | - 1  | "          |                  |
| Miss K. Pelkey                      | - 1  | "          | 25               |
| Department of Public Welfare        | - 12 | students   |                  |
| Miss R. Morris                      | - 12 | "          | 300              |
| Protestant Children's Homes         |      |            |                  |
| Miss E. Albrant                     |      |            | 87.50            |
|                                     |      |            | <u>\$ 812.50</u> |

Instructors:

|                     |                               |         |                      |
|---------------------|-------------------------------|---------|----------------------|
| W. I. Newstetter    | - Salary                      | \$1,250 |                      |
|                     | Estimated travelling expenses | 75      | \$1,325 in U.S.funds |
| Miss H. M. Peterson | - Salary                      | \$1,000 |                      |
|                     | Estimated travelling expenses | 300     | \$1,300 in U.S.funds |
| S. K. Jaffary       | - Salary (Canadian funds)     |         | \$ 480               |

Physical Education and Recreation (to be dovetailed with the Social Work Courses and expenses charged to the same appropriation):

|                       |       |                   |               |
|-----------------------|-------|-------------------|---------------|
| Miss D. N. R. Jackson | \$150 | Miss Z. Slack     | \$ 150        |
| Miss L. G. Baker      | 50    | Miss H. J. Mackey | 50            |
| Mrs. R. R. Baker      | 50    | Miss D. E. Gatird | 50            |
| Miss P. M. Griffiths  | 10    | A. Merl Harding   | 10            |
| Watson Kirkconnell    | 10    | Rev. A. MacMillan | 10            |
|                       |       |                   | <u>\$ 540</u> |

Fees authorized: For the full course - \$30.00  
Parts of the course - \$10.00  
(A small charge of not more than \$5.00 per student for handicraft supplies).

A request for additional amount of \$500 for 1944-45 for "Other Courses" granted but later cancelled and following payments to be made instead from appropriation provided for these Summer Courses in Social Work:-

|  |              |
|--|--------------|
| June salaries of two Stenographers             | \$200        |
| Travelling expenses of U.S. Instructors        | 200          |
| Transportation expenses for Field Work Clinics | 50           |
| Printing Accounts                              | 50           |
|  | <u>\$500</u> |



Transfers  
in depart-  
mental  
appropria-  
tions

That the following transfers in appropriations be granted:-

Faculty of Medicine - Administration - 1945-46:

Charge "General Expenses - Stationery, Office Supplies, etc."

Credit "Salary for Miss C.A. Bell, Clerk and Stenographer" - \$250

School of Social Work - 1944-45:

Charge "Special Lecturers"

Credit "Travelling Expenses" - \$200

Bursary  
awarded to  
Miss V.C.  
Wilson

That a Bursary of \$125.00 be awarded to Miss Vera C. Wilson,  
to be applied towards payment of her fees in the School of Graduate  
Studies for 1945-46.

Statutes  
of Senate  
approved

That the following Statutes of Senate be approved:-

- Numbers 1682 - respecting Courses of Study in Faculty of Applied  
Science and Engineering
- 1691 - respecting Courses of Study in Faculty of Dentistry
- 1692 - respecting Courses of Study in School of Physical  
and Health Education
- 1701 - respecting Courses of Study in Ontario College of  
Education
- 1704 - respecting Courses of Study in School of Hygiene
- 1705 - respecting Courses of Study in Faculty of Household  
science.

Confirma-  
tion of  
President's  
approval  
of certain  
transfers  
and an  
additional  
appropria-  
tion for  
1944-45

The Board confirmed the President's action  
in approving of the following transfers and additional appropriations  
for 1944-45:-

Transfers:

Registrar's Office:

Charge "Examinations: Remuneration and Attendance"

Credit "Examinations: Presiding and Attendance" \$ 575.00

"Examinations: Printing, etc." 1,400.00

"Registrar's Office: Stationery, Office  
Supplies and Postage" 325.00

"Registrar's Office: Printing, including  
Arts Calendar, etc." 800.00

\$3,100.00

Faculty of Dentistry:

Charge "Laboratory and Infirmary Supplies"

Credit "General Expenses: Stationery, Printing, etc." \$ 500.00

School of Nursing:

Residence Maintenance:

Charge "Furnishings, etc."

Credit "Wages, food, laundry, etc." \$ 400.00



Confirmation of President's approval of certain transfers and an additional appropriation (Cont'd)

Transfers (Cont'd):

|                               |  |
|-------------------------------|--|
| Women's Residences and Union: |  |
| Combined General Charges:     |  |
| Charge                        | "Summer Assistant"   |
| Credit                        | "Wages, Cleaning and House Service" <span style="float:right">\$150</span>           |
| Applied Physics:              |  |
| Charge                        | "Supplies"   |
| Credit                        | "Apparatus" <span style="float:right">\$109</span>                                   |
| Household Science Department: |  |
| Charge                        | "T.F.-Lillian Massey Treble Bequest - Books and Special Equipment"                   |
| Credit                        | "Laboratory Attendance" <span style="float:right">\$ 92</span>                       |
| Metallurgical Engineering:    |  |
| Charge                        | "Apparatus"  |
| Credit                        | "Supplies" <span style="float:right">\$ 38</span>                                    |
| Chemistry:                    |  |
| Charge                        | "Chemicals, Glassware, etc."   |
| Credit                        | "Electrochemistry - Supplies and Apparatus" <span style="float:right">\$21.95</span> |

Additional appropriation:

|  |              |
|--|--------------|
| Women's Residences and Union:                    |              |
| To cover meals of Academic Heads:                |              |
| "Wages, Cleaning and House Service: Hutton House | \$160        |
| 5 Willcocks St.                                  | 160          |
| 146 St. George St.                               | 160          |
|  | <u>\$480</u> |

Approval of certain appointments in Bursar's Office due to resignations

The following appointments were made upon the recommendation of the Bursar, effective July 1, 1945, provision for which has been made in the Estimates for 1945-46:-

|                                   |  |
|-----------------------------------|--|
| Clerks in the Accounts Branch:    |  |
| Miss K. M. Ruxton                 | - @ \$1,000 per annum (paid for 3 mos. in 1944-45)   |
| Miss S. Henry                     | - @ \$1,000 per annum (paid for 2½ mos. in 1944-45)  |
| Records Clerk in the Fees Branch: |  |
| Miss H. Tanner                    | - @ \$1,000 per annum (paid for 10½ mos. in 1944-45) |

Bursar authorized to pay substitute from salary of a clerk resigned

Authority was also given for the Bursar to use for a substitute the balance of the salary of Miss I. Gourlay, Clerk in the Bursar's Office, who resigned May 31, 1945.

Additional appropriations for 1944-45 authorized

|  |            |
|--|------------|
| Approval was given for the following additional appropriations for 1944-45:- |            |
| "Pensions and Retiring Allowances"   | \$1,600.00 |
| "Law Costs"  | 750.00     |
| "Fire Insurance"   | 500.00     |



Communications were presented and dealt with as follows:-

From Dean Young requesting an additional appropriation of \$1,100 for research salaries in the Department of Chemical Engineering for 1945-46 for work in Plastics, and this matter was referred to the Advisory Committee on Scientific Research for consideration and report.

Also from Dean Young requesting the sum of \$600 for the year 1945-46 for a continuation of the Pre-Engineering Inventory Tests conducted in 1944-45 in the Faculty of Applied Science and Engineering. After giving careful consideration to the matter the Board felt that it would be undesirable this year to conduct these tests under the present circumstances.

From Professor K. B. Jackson transmitting revised Estimates for Photographic Service for 1945-46, and these were deferred for consideration.

From the Registrar transmitting a recommendation of the Council of the Faculty of Arts, which had been adopted by the Senate, and this was approved as follows:-

"The examiners in Mathematics and Physics recommend that James H. Chung be granted Aegrotat in the Third Year, and that a recommendation be sent forward to the Board of Governors that he be given the same allowance on the tuition fee of the Fourth Year that he would have received had he obtained First Class Honours at the examination of the Third Year."

Also from the Registrar transmitting a recommendation of the Senate that the supplemental examination fee of \$10.00 be waived in the case of Robert Thomas Hayes who passed a supplemental examination in Physical Chemistry written in October, 1944, while a prisoner of war in Germany. This recommendation was approved by the Board.

From the Comptroller, Connaught Laboratories, forwarding an agreement between Lederle Laboratories, Inc. and the Governors of the



Approval of  
agreement  
with Lederle  
Laboratories  
for manufac-  
ture of  
Vaccine by  
Connaught  
Laboratories

University, which had been approved by the Connaught Laboratories Committee and the University Solicitor, and which covered arrangements for the manufacture, use and sale of Vaccine. Authority was given for the execution of this agreement on behalf of the Governors.

Estimates of  
Toronto  
Conservatory  
of Music  
deferred for  
consideration

From the Secretary-Treasurer of the Toronto Conservatory of Music forwarding the Estimates of the Conservatory for 1945-46, together with an explanatory memorandum in the name of the Chairman, Mr. H. H. Bishop, and

Upon motion of Mr. Morrow,  
Seconded by Mr. Bryce,

these were deferred for consideration until the return to the City of the Chairman of the Board, Colonel Phillips.

Recommendation  
for expansion  
to University  
Library re-  
ferred to  
members of  
Board for  
consideration

From the University Librarian transmitting a recommendation of the Sub-Committee appointed to visit American University Library Buildings in connection with the expansion of the University Library, and it was decided to send a copy of this letter to each member of the Board for his consideration.

Statute of  
Senate respec-  
ting Ontario  
Forest Indus-  
tries Associ-  
ation Schol-  
arship  
approved if  
date of pay-  
ment is  
added

From the Registrar transmitting Statute of Senate No.1718 respecting the Ontario Forest Industries Association Scholarship in Forest Entomology. The Board were of the opinion that in accordance with their previous decision in connection with award and payment of Scholarships, reference as to when the Scholarship is to be paid should be included in this Statute, and on the understanding that this revision will be made by the Registrar the Statute was approved.

Advance for  
freight  
charges, etc.  
authorized  
for Superin-  
tendent

From the Superintendent of Buildings and Grounds requesting a cheque for \$2,000.00 as an advance for the year 1945-46 to cover freight charges, etc. The Board approved of the increased amount from \$1,500.00 to \$2,000.00 for this purpose which is to be



returned before the end of the fiscal year in accordance with the By-laws.

Also from the Superintendent requesting appropriations in connection with No. 67 St. George Street, and

Upon motion of Mr. Bryce,  
Seconded by Hon. Dr. Bruce,

these were authorized as follows for 1945-46:-

|                                      |            |
|--------------------------------------|------------|
| "Alterations - 67 St. George Street" | \$2,000.00 |
| "67 St. George Street - Equipment"   | 3,375.00   |
| "67 St. George Street - Maintenance" | 2,200.00   |

From the Superintendent recommending, with the approval of the Chairman of the Property Committee, an additional appropriation for 1945-46 of \$1,500.00 for alterations to the Superintendent's Office and the University Extension Department. This amount was authorized by the Board and the Secretary was requested to ascertain from the Superintendent the amount to be allocated for alterations in the Superintendent's Office and the amount for University Extension.

In connection with the above requests for additional accommodation, the Bursar informed the Board of the terribly congested conditions in his office and of the immediate necessity for more space, stressing again the fact that when the Administrative Offices were moved to Simcoe Hall in 1924 there were not more than 12 people on the staff of the Bursar's Office, while at the present time, due to the increased amount of work, there are approximately 40, not including 6 auditors who, under normal conditions, spend from a week to ten days in the office each month. The Board requested the Bursar to obtain from the Superintendent for the first meeting in September a report containing some definite plans to provide additional accommodation for his office.



Donation in  
Faculty of  
Dentistry  
from the  
Dental Com-  
pany of  
Canada for  
Scholarships

The President presented a letter from Dean Mason in connection with an offer of the Dental Company of Canada Limited to donate scholarships in the Faculty of Dentistry in memory of their founder, Mr. Henry Thompson, and these scholarships were accepted with thanks and appreciation on the following conditions:-

1. The Scholarshipsto be known as "The Henry Thompson Schol-  
arships"
2. Award to be made to the two students who have attained satisfactory academic standing throughout the various years of the course; the first award to be of the value of \$200 and second award \$100
3. Award to be granted by the Senate of the University on the recommendation of the Faculty Council
4. Committee of Award to give special consideration to general character and extramural activities as well as academic attainment
5. The Scholarships to be an annual award of the value of \$300
6. The donation to be continuing, terminable only by notice in writing from the donor not less than one year prior to the award
7. The first donation to be made in the Spring of 1946.

The academic details were referred for consideration to the Senate and to the Council of the Faculty of Dentistry.

Further  
offer from  
Toronto  
Theosophic-  
al Society  
of a Bursary  
again refused

A further letter was presented from the Toronto Theosophical Society offering a Bursary to the University on revised conditions, and after discussing the matter it was again refused and referred to Dr. Smith to explain to the Society the reason for refusing their offer.

Other  
donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

|            |             |  |
|------------|-------------|--|
| \$2,000.00 | for Project | re Metallic Beryllium, Dr. L. M. Pidgeon, Metallurgical Engineering  |
| 625.00     | " "         | N.M. 17, Lieut. R. Grant, Medicine   |
| 500.00     | " "         | Co.-Med. 1-2, Dr. A. C. Burton, Banting and Best Medical Research  |
| 500.00     | " "         | re Electron Microscope Pictures of Insect Wings, Dr. E. F. Burton, Physics   |
| 350.00     | " "         | re Study of Insects of Trout and Non-Trout Streams, Dr. W. J. K. Harkness, Zoology                                 |
| 275.00     | " "         | re Relation between Natural Food Available and Growth and Production of Lake Trout, Dr. W. J. K. Harkness, Zoology |



Donations -

National Research Council Grants (Cont'd):

|           |             |  |
|-----------|-------------|--|
| \$ 238.50 | for Project | re the Study of Seasonal and Annual Plankton Production and some of the Physical-Chemical conditions in the Eastern end of Lake Ontario, Dr. R. R. Langford, Zoology |
| 149.00    | " "         | re Determination of Maximum Yield of Lake Ontario Whitefish Fishery, Dr. W. J. K. Harkness, Zoology  |
| 84.33     | " "         | N.M. 5, Dr. C. H. Best, Physiology   |
| 76.03     | " "         | N.M.14, Dr. D. Y. Solandt, Physiology  |
| 33.09     | " "         | N.M.16, Dr. D. Y. Solandt, Physiology  |

Institute of Industrial Relations:

|           |   |
|-----------|---|
| \$ 100.00 | from Welland Vale Manufacturing Company, Limited, St. Catharines for the year 1945-46 |
| 50.00     | " Court Radiator Plant Limited, St. Catharines, for the year 1945-46                  |
| 35.00     | " Engineering, Tool & Forgings Limited, St. Catharines, for the year 1945-46          |
| 25.00     | " Anthes-Imperial Limited, St. Catharines, for the year 1945-46.                      |

Miscellaneous:

|            |   |
|------------|---|
| \$1,400.00 | from the National Trust Company on account of income from Lillian Massey Treble Estate, for credit of Department of Household Science |
| 500.00     | " Dr. N. B. Keevil for credit of the Geophysics Research Fund   |
| 150.00     | " Boiler Inspection and Insurance Company to cover their Scholarships for 1945-46   |
| 150.00     | " U.T.S. Old Boys' Association to cover their award payable in the Session 1944-45  |
| 120.00     | " the T. Eaton Company Limited, to cover their award payable in the Session 1944-45   |
| 50.00      | " the United Welfare Fund of Cornwall, as a contribution towards the Ontario Community Chest Scholarship Fund in Social Work.         |

Presentation  
of Financial  
Statements  
for May

The Bursar presented the Financial Statement and Comparative Revenue and Expenditure Statement for the month of May; also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the months of July, August and September. Ordered that Accountable Warrants be issued to the Bursar as follows:-

Accountable  
Warrants  
for July,  
August and  
September  
authorized

|           |                                  |                |
|-----------|----------------------------------|----------------|
| July      | - Three Hundred Thousand Dollars | - \$300,000.00 |
| August    | - Four Hundred Thousand Dollars  | - \$400,000.00 |
| September | - Four Hundred Thousand Dollars  | - \$400,000.00 |

List of mem-  
bers of staff  
returned to  
duty from  
war service

The Bursar also presented the following list of members of the staff who had returned to their duties during the period January 1 to June 30, 1945, from war leave:-



List of members of staff returned to duty from war service

| <u>NAME</u>                          | <u>TITLE</u>       | <u>DEPARTMENT</u>          | <u>DATE OF LEAVE</u> | <u>RANK</u>                                      | <u>DATE OF RETURN</u> |
|--------------------------------------|--------------------|----------------------------|----------------------|--|-----------------------|
| <u>Faculty of Medicine:</u>          |                    |                            |                      |  |                       |
| Brennan, J. W.                       | Jr.Dem'r           | Surgery                    | Sept./40             | Lt.-Col.   | Jan./45               |
| Thomson, D. A.                       | "                  | "                          | July/43              | R.C.A.M.C.<br>Sqd./L.                            |                       |
| Hagerman, A. R.                      | "                  | Medicine                   | Jan./40              | R.C.A.F.<br>Colonel,                             | Jan./45               |
| Warner, W. P.                        | Associate          | "                          | Oct./39              | R.C.A.M.C.<br>Brigadier,                         | July/44               |
| Watson, M. C.                        | Jr.Dem'r           | Obstetrics                 | Oct./41              | R.C.A.M.C.<br>Colonel,                           | June/45               |
| Alvey, Miss A.A.                     | Special Tech'n     | Pathology                  | Aug./42              | R.C.A.M.C.<br>Lt.R.C.N.S.<br>Women's<br>Division | Mar./45<br>Jan./45    |
| Scattergood, C.                      | Tech'l Asst.       | Physiology                 | Dec./40              | R.C.A.F.   | May/45                |
| <u>Faculty of Dentistry:</u>         |                    |                            |                      |  |                       |
| Rous, C. C.                          | Sec'y & Lecturer   | Dentistry                  | Oct./39              | Lt.-Col.,<br>Dental<br>Corps                     | Mar./45               |
| <u>Ontario College of Education:</u> |                    |                            |                      |  |                       |
| Mowat, Angus                         | Inst'r             | Library School             | Oct./41              | Major, Hastings-P.E.<br>Regiment                 | July/44               |
| <u>University Library:</u>           |                    |                            |                      |  |                       |
| Wodehouse, Mrs.M.<br>(nee Rose)      | Asst.              | Library                    | Nov./42              | C.A.M.C.   | Jan./45               |
| <u>Retired on Pension:</u>           |                    |                            |                      |  |                       |
| Cheney, H. R.                        | Acting Post-master | Convocation & Simcoe Halls | May/43               | Veterans' Guard<br>Active Forces                 | Feb./45               |

Note: During the period January 1 to June 30, 1945, there were no leaves of absence granted for the duration of the war to any members of the staff.  
The total number now on leave of absence, including Women's Divisions, is 217:  
Men, 197                      -                      Women, 20.

Presentation of Annual Report of Connaught Laboratories deferred until the Fall

Dr. Neilly stated that the Annual Report of the Connaught Laboratories Committee for 1944-45 had been unavoidably delayed, and he was authorized to defer its presentation to the Board until the Fall.

Agreement between Dr. Defries and Connaught Laboratories approved pending Dr. Defries' concurrence

Dr. Neilly presented for the Board's consideration an agreement between Dr. R. D. Defries and the Connaught Laboratories, which he had had prepared by the University Solicitor, and which provided for the employment of Dr. Defries as a Consultant, when he relinquishes his duties as Director of the Laborator-



greement  
between Dr.  
Defries and  
Donnaught  
Laboratories  
(Cont'd)

ies, at a salary of \$5,000.00 per annum while funds are available out of monies under the control of the Laboratories as distinct from the general or other funds of the University.

Upon motion of Hon. Dr. Ferguson,  
Seconded by Mr. Bryce,

the agreement was approved by the Board pending Dr. Defries' concurrence in the same.

Authority  
given for  
signing of  
agreement  
with Amer-  
ican Soci-  
ety of  
Heating &  
Ventilating  
Engineers  
for research  
in Depart-  
ment of  
Chemical  
Engineering,  
subject to  
approval of  
Dr. Smith

The President presented an agreement between the Governors and the American Society of Heating and Ventilating Engineers in connection with co-operative research work to be conducted in the Department of Chemical Engineering, and subject to the approval of Dr. Smith authority was given for the execution of the document on behalf of the Board. The agreement contains the following conditions:-

1. The co-operative research pertains to "The Survey of the present state of the knowledge on Dewpoint Measurements" and an experimental programme on "The Measurement of the Dewpoint of Air Water-Vapour Mixtures".
2. The agreement is for an initial period of four months beginning May 15, 1945, and may be extended for an additional seven months.
3. The Society agrees to contribute funds as follows for the support of this project:-
 

|                                |          |
|--------------------------------|----------|
| (a) On completion of agreement | \$400.00 |
| (b) On July 1, 1945            | 600.00   |
| (c) On October 1, 1945         | 300.00   |
| (d) On January 1, 1946         | 300.00   |

Grace Hospit-  
al building  
leased to  
Government  
and not avail-  
able for  
additional  
accommodation  
for Dental  
students

In connection with the suggestion that Grace Hospital building might be obtained to accommodate the increased attendance expected in the Faculty of Dentistry, the President informed the Board that this building had been leased to the Department of National Defence to be used as a temporary resting place for returned men.

Approval of  
appointment  
of Mr. T. C.  
Kinnear to  
Finance  
Committee  
of Hart House

Regarding the suggestion made at the last meeting that Mr. T. C. Kinnear be appointed to the Finance Committee of Hart House to fill the vacancy caused by the resignation of Mr. R. R. Grant, upon motion of Mr. Bryce the Board approved of this appointment.



Dr. Gossage to resume his duties as Director of the Health Service.

Suggestion that Dr. R.W. I. Urquhart might act as Assistant Director referred to Acting Chairman and President

Approval of arrangements made by the Bursar for payment of subsistence allowances to trainees in Social Work under Dominion-Provincial War Emergency Programme

Re-appointment of Board members as Trustees of Royal Ontario Museum

The President authorized to deal with urgent matters during the Summer

The President informed the Board that Dr. C. D. Gossage had returned from overseas and would shortly resume his duties as Director of the University Health Service, and that Dr. R. W. I. Urquhart, who has been acting as Director, agreed to retire from that position. It was suggested that Dr. Urquhart might consider acting as Assistant Director, and this matter was referred to the Acting Chairman and the President with the request that action be taken as soon as possible.

The Bursar reported that in accordance with arrangements made with Dr. H. M. Cassidy, Director of the School of Social Work, he had received a cheque for \$1,000.00 from the Ontario Department of Education as an accountable advance for the payment of subsistence allowances to trainees entitled to assistance from "Canadian Vocational Training", under the Dominion-Provincial War Emergency Training Programme, while taking the Summer Courses in Social Work at the University. The Board approved of the arrangements made by the Bursar which are as follows:-

1. The above sum of \$1,000.00 to be credited by the Bursar to a "TRUST FUND" instead of a separate bank account originally suggested.
2. The School of Social Work to certify statements sent to the Bursar for payment of fees of students by Canadian Vocational Training.
3. Payment to be made weekly on Wednesday of each week, commencing June 27th.

The following members of the Board were re-appointed as Trustees of the Royal Ontario Museum for the statutory period of three years from July 1, 1945:-

Hon. H. J. Cody  
Dr. Sidney Smith  
Hon. G. Howard Ferguson

In view of the possible absence from the City of the Chairman and the Vice-Chairman during the Summer months, the Board authorized the President to consult with any other members



The President authorized to deal with urgent matters during the Summer (ont'd)

of the Board if he found it necessary to recommend additional appointments or deal with urgent matters; and the Bursar was authorized to act upon such recommendations of the President, which are to be reported to the Board at its first meeting in September for confirmation.

Upon motion of Mr. Bryce,  
Seconded by Mr. LaBine,

M. Morrow appointed Acting Chairman for the Summer

Mr. F. K. Morrow was appointed Acting Chairman of the Board for the Summer during the absence of the Chairman and the Vice-Chairman.

Report of Committee on Employees' Pension Scheme approved

The following report of the Committee upon the Pension Scheme for the Administrative and Clerical Staff was approved:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

The undersigned, acting as a Committee upon the Pension Scheme for the Administrative and Clerical Staff, beg to report as follows:-

Miss L. Alward, Botany, to be retired on pension

1. Miss Lois Alward - Clerical Assistant, Department of Botany.

At the request of Professor H. S. Jackson, Head of the Department of Botany, Miss Alward was examined by the University doctor as her own physician had reported a recurrence of mental deterioration which had made her on occasions so incompetent that her work was unsatisfactory. Dr. Loughheed declares that Miss Alward is almost totally unfit to carry on her duties. She will be 54 years of age in December, 1945, and has been in the employ of the University for approximately 20 years.

Your Committee recommends that Miss Alward be retired on pension as from July 1, 1945, at the rate of \$38.89 per month.

Mr. Kirkwood, Nightwatchman, to be retired on pension

2. John Kirkwood - Nightwatchman

This man has been reported by his physician as suffering from hypertension, chronic nephritis, and other disability. He is practically confined to bed, being allowed up for only short periods each day. At the suggestion of the Superintendent he was examined by the University doctor who declares him to be unfit for further service as a nightwatchman. Kirkwood was 68 years of age in March, 1945, and has been in the employ of the University for approximately 19 years.

Your Committee recommends that he be retired on pension as from July 1, 1945, at the rate of \$36.10 per month.

Respectfully submitted,

(Sgd) C. E. Higginbottom  
M. A. Mackenzie  
A. D. LePan"

June 25, 1945.

In connection with the retirement of Miss Alward, referred to in the foregoing report, in view of the very short



Miss L.  
Alward granted  
leave of  
absence for  
July on full  
salary, her  
pension to  
commence at  
August 1st

notice of cessation of employment in her case Professor Jackson recommended that Miss Alward be granted leave of absence with salary for the month of July, and that her pension commence at August 1, 1945, instead of July 1 as recommended in the report. The Board approved of this arrangement.

Tribute paid  
to Dr. Cody  
by Dr. Ferguson  
on behalf of  
the Board on  
his retirement  
as President

In view of the retirement of Dr. Cody as President, effective June 30, 1945, Hon. Dr. Ferguson expressed to Dr. Cody the sincere appreciation and gratitude of the Board for the splendid service he had rendered the University during the 13 years he had served as President, and stated that it was largely due to his efforts that the University of Toronto held such a high position on this continent. Dr. Ferguson also expressed the Board's pleasure at the fact that Dr. Cody would continue as one of their members in his position as Chancellor, and the hope that he would be able to act for a long time as a missionary for the University.

Dr. Cody ap-  
pointed  
President  
Emeritus  
from July 1,  
1945

Upon motion of Dr. Smith, Dr. Cody's appointment as President Emeritus was confirmed, effective July 1, 1945, to which Dr. Cody replied in fitting terms.

Amount to be  
voted for Dr.  
Cody for  
1945-46 in  
connection  
with his  
retirement  
as President

Upon motion of Hon. Dr. Bruce,  
Seconded by Mr. Bryce,  
It was Resolved -

That in connection with the retirement of President Cody at June 30, 1945, the sum of \$4,500.00 be voted for the year 1945-46 to be paid to Dr. Cody in monthly instalments, and that in addition an amount not to exceed \$1,500.00 be granted Dr. Cody as reimbursement for travelling or other expenses on University business.

If it is found that the above amount of \$1,500.00 is not sufficient further consideration will be given the matter.

esigna-  
 tion of  
 Dr. J. J.  
 Gibson  
 as Chair-  
 man of  
 the  
 Property  
 Committee

The Bursar presented a letter from Dr. J.  
 J. Gibson tendering his resignation as Chairman of the Property Commit-  
 tee, effective September 1, 1945, and

Upon motion of Hon. Dr. Bruce,  
 Seconded by Mr. LaBine,  
 It was Resolved -

That the Board wishes to record its deep  
 regret that owing to ill health Dr. J. J. Gibson has felt it neces-  
 sary to tender his resignation as Chairman of the Property Commit-  
 tee, a position he has filled so ably and faithfully for 19 years.

Dr. Gibson's services have been invaluable  
 in this capacity because of his experience, special knowledge and  
 sound judgment in the decisions and recommendations this Committee  
 has had the responsibility of making. Reference should also be  
 made to his constant interest in all activities of the student  
 body, where his advice has been of the greatest value.

On behalf of the University, the Board ex-  
 tends to Dr. Gibson its sincere thanks for his unfailing help and  
 valuable contributions in all matters affecting its welfare and  
 are glad to know that his wise counsel will still be available as  
 a member of this Board. We ask that this brief and totally inad-  
 equate expression of appreciation be spread upon the Minutes.

The meeting adjourned at 6 p. m.

*Indexed  
 m.B.*  
 Minutes confirmed.

Tuesday September 11<sup>th</sup> 1945

*L. Z. Phinney*  
 Chairman.

*W. H. Hagginbooth*  
 Secretary.





Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Tuesday, September 11th, 1945, at 4 p. m.

Present -

The Chairman (Colonel Phillips)  
The Chancellor  
The President  
Hon. Dr. Ferguson  
Dr. Macdonald  
Hon. Dr. McCarthy

Mr. Bryce  
Mr. McCullagh  
Mr. Burns  
Mr. Borden  
Dr. Neilly  
Mr. Gordon

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. LaBine  
Hon. Dr. Bruce  
Mr. Vaughan  
Mr. Ross  
Mr. Morrow

Dr. Gibson  
Mr. Duncan  
Mr. Rogers  
Chief Justice Robertson

Welcome extended to Mr. Walter L. Gordon, a new member of the Board

The Chairman extended a cordial welcome to Mr. Walter L. Gordon, of the firm of Messrs. Clarkson, Gordon, Dilworth & Nash, as a new member of the Board.

Welcome extended to Mr. C.F.W. Burns from Active Service with R.C.A.F.

The Chairman also welcomed on behalf of the Board Mr. C. F. W. Burns on his return from Active Service with the Royal Canadian Air Force.

Minutes of the last meeting presented and confirmed

The minutes of the last meeting were presented, and -

Upon motion of Dr. Neilly,  
Seconded by Mr. McCullagh,

were confirmed.

Minutes of Executive Committee presented

The minutes of the meeting of the Executive Committee, held on Wednesday, September 5th, at the York Club, were presented.



Matters arising out of minutes -

Arising out of the minutes the following

ing matters were dealt with:-

Finance Committee to include in next report details of sale of bonds payable in U.S. funds and purchase of other bonds

The Bursar reported the purchase of securities from proceeds of the sale of bonds payable in United States funds held by the University and Connaught Laboratories, and it was suggested that the details of the transaction be included in the next Finance Committee's report to the Board.

Letter of thanks from Professor C.N. Cochrane for leave of absence

A letter was presented from Mrs. C. N. Cochrane conveying, at the request of her husband, Professor Cochrane, sincere thanks for the leave of absence granted to him on account of illness.

Conservatory Estimates presented

The Estimates of the Toronto Conservatory of Music for 1945-46 were again presented.

Additional accommodation for Bursar's Office, &c. referred to Property Committee

The requests for additional accommodation for the Bursar's Office and the University Library were referred to the Property Committee for consideration and report.

Photographic Service Estimates deferred

The revised Estimates for Photographic Service for 1945-46 were again presented and were deferred for consideration.

Recommendations by President approved -

Recommendations by the President were approved as follows:-

Appointments

Appointments:

Faculty of Arts:

For 1945-46:

Miss M. A. Hill  
J. A. Hall  
C. Williams

W. W. Moorhouse

School of Social Work:

Miss E. Govan

Faculty of Medicine:

H. M. Macrae

|  |                |
|--|----------------|
| - Assistant in Chemistry   | \$650          |
| - Special Lecturer, Fine Art   | \$2,000        |
| - Special Lecturer, Psychology   | 3,000          |
| - Assistant Professor in Geological Sciences from Sept. 15, 1945                         | \$2,500 a year |
| - Assistant Professor from July 1, 1945 (cancelling previous appointment \$3,000 a year) |                |
| - Associate, Ophthalmology, from Sept. 15, 1945  | \$200          |



Appoint-  
ments  
(cont'd)

Appointments (Cont'd):  
University Health Service:

|                  |  |         |
|------------------|--|---------|
| Dr. H. MacKinnon | - Acting Assistant Director in charge of Women (part time) 1945-46 | \$1,800 |
| Dr. M. G. Attack | - Assistant (Women - part time) 8 mos. from Sept. 10, 1945         | 1,200   |

Salary  
Adjust-  
ments

Salary Adjustments:  
Faculty of Arts:

|               |   |
|---------------|---|
| P. H. Brieger | - Associate Professor of Fine Art from Sept. 1, 1945 - from \$4,000 to \$4,200 a year   |
| L. S. Russell | - Assistant Professor in Geological Sciences from Oct. 15, 1945 - from \$2,800 to \$3,300 a year  |
| J. O. Wilhelm | - Associate Professor of Physics from Sept. 1, 1945 - to be paid \$2,000 a year by the University and \$4,000 by the Ontario Research Commission. |

Resigna-  
tions

Resignations:

|                 |  |               |
|-----------------|--|---------------|
| J. R. Gilley    | - Comptroller, Hart House  | Oct. 15, 1945 |
| Dr. Gwen Mulock | - Assistant Director in charge of Women, University Health Service | Dec. 31, 1945 |

Mr. J. R.  
Gilley ap-  
pointed  
Director  
of Ajax  
Division

That upon motion of Mr. Bryce, Mr. J. R. Gilley be appointed Director of Ajax Division from October 15, 1945, at a salary of \$5,500 a year, his duties to be as delegated by the Ajax Committee.

Adjustment  
in salary  
of Mr. A.  
G. Burns,  
Manager,  
University  
Press

That upon motion of Mr. McCullagh, the salary of Mr. A. Gordon Burns, Manager of the University Press, who has returned from War Service, be increased from \$4,800 to \$5,000 a year, as from August 16, 1945.

Additional  
appropria-  
tions

That additional appropriations be granted as follows for 1945-46:-

Mechanical Engineering:

|                                 |           |
|---------------------------------|-----------|
| "Instructors and Demonstrators" | - \$2,900 |
|---------------------------------|-----------|

Faculty of Dentistry:

|   |          |
|---|----------|
| "Dental Research Fund" (pursuant to donation of \$305.25 from the Kiwanis Club, it being suggested that in future Dean Mason ascertain prior to the preparation of the Estimates whether the Kiwanis Club will make a gift. | - \$ 300 |
|---|----------|

Ophthalmology:

|   |          |
|---|----------|
| "Salaries" (to provide for the return of Dr. H. M. Macrae from War Service) | - \$ 200 |
|---|----------|



Additional  
appropriations  
(Cont'd)

Upon motion of Mr. McCullagh,  
Seconded by Hon. Dr. Ferguson,

approval was given to the President's recommendation for the following additional appropriations for 1945-46:-

Women's Residences and Union:

|  |           |
|--|-----------|
| "Whitney Hall - Furnishings and Sundry Renewals" | - \$3,000 |
| "Hutton House - Furnishings and Sundry Renewals" | - \$2,000 |

(It was decided that future requests for additional appropriations of this nature be presented to the Board through the Property Committee).

Upon motion of Mr. Borden,  
Seconded by Mr. Bryce,

approval was given to the President's recommendation for the following additional appropriation for 1945-46:-

|   |           |
|---|-----------|
| <u>Men's Residence - University College - 73 St. George Street:</u> |           |
| "Repairs and Renewals"  | - \$1,500 |

Statutes  
of Senate

Upon motion of Mr. Bryce, the following Statutes of Senate were approved upon the recommendation of the President:-

- Nos. 1681 - respecting the Courses of Study in the School of Chinese Studies for the Session 1945-46
- 1693 - respecting the Courses of Study in the School of Social Work for the Session 1945-46
- 1694 - respecting the Courses of Study in the School of Graduate Studies for the Session 1945-46
- 1695 - respecting the Courses of Study in the Faculty of Medicine for the Session 1945-46
- 1696 - respecting the Calendar of Admission Requirements and Scholarships for the Session 1945-46
- 1706 - respecting the Courses of Study in the Faculty of Forestry for the Session 1945-46
- 1713 - respecting the Curriculum of the Certificate Course in Business for the Session 1945-46
- 1714 - respecting the Curriculum in Occupational Therapy for the Session 1945-46
- 1715 - respecting the Curriculum in Physiotherapy for the Session 1945-46
- 1716 - respecting the Courses of Study in the School of Nursing for the Session 1945-46.

Prospective  
retirement  
of Prof. R.  
K. Young

The President informed the Board of the prospective retirement of Professor R. K. Young, Professor of Astronomy and Director of the David Dunlap Observatory.



Designa-  
tions for  
permanent  
and Ses-  
sional  
appoint-  
ments

After discussion initiated by the President, the Board approved of his recommendation that the designation "Professor, Associate Professor, or Assistant Professor" be reserved only for those individuals holding permanent appointments, and that the term "Special Lecturers" would be applied to those holding Sessional or short-term appointments.

Formal in-  
stallation  
of Presi-  
dent Smith  
on Nov. 9

Dr. Smith informed the Board that a Committee had been appointed in connection with his installation as President, the formal installation to be held on Friday, November 9th, 1945, at 3 p.m., to be followed by a dinner in Hart House at 7 p.m., and on Saturday, November 10th -

|                                       |             |
|---------------------------------------|-------------|
| Memorial Service                      | - morning   |
| Rugby Game                            | - afternoon |
| Reception at the Royal Ontario Museum | - evening   |

Additional  
appropria-  
tion voted  
for expen-  
ses re  
President's  
installa-  
tion

Dr. Neilly had been asked to look after the financial arrangements in this connection. Regarding the expenses entailed, the Board voted the following appropriation:-

"President's Installation - \$3,000.00"

Military  
Training  
for 1945-46  
to be vol-  
untary for  
University  
students

The President reported that at a joint meeting of the Caput and the Joint Services University Training Committee held on September 7, 1945, and at a meeting of representatives of McGill University, Queen's University, McMaster University, the University of Western Ontario and the University of Toronto, held in Toronto on September 9, 1945, it was decided to recommend that there should be a system of Voluntary Military Training for the Session of 1945-46. It was unanimously adopted that participation by students in the training programme of the C.O.T.C., the U.N.T.D., or the U.A.S., should be voluntary for the Session of 1945-46.

Policy re  
additional  
payments to  
estate of  
deceased  
member of  
staff re-  
ferred to  
Finance  
Committee

The President brought up the question of policy with respect to paying the Estate of a deceased member of the staff any money in addition to the amount earned by him as salary, or



gratuitous payments, and this matter was referred to the Finance Committee for consideration and report.

Communica-  
tions -

Communications were presented and dealt

with as follows:-

Distribution  
of assets  
of Leaside  
Engineering  
Company re  
Wallberg  
Bequest

From the Secretary of the Leaside Engineering Company advising of a distribution of \$80,000.00 of assets, of which the University's share would be \$60,000.00. The Bursar informed the Board that after consultation with the Chairman in the Summer he had advised the Company that the University preferred to receive its share in either cash or bonds, and that the University should be consulted before any final distribution of assets is made, as contemplated by the Company, or any disposition of Starter Patents. Regarding the Company's subsequent enquiry as to whether the University wished to have its share of the assets before they heard from Augustana College, the other beneficiary, the Board instructed the Secretary to advise the Company that if they expect to hear from the College in the near future it would be satisfactory to defer payment of the University's share until then.

Mt. Sinai  
Lodge to write  
off loan to  
student killed  
in action, and  
to restore  
fund to former  
amount

From the Director of University Extension advising that the Mount Sinai Lodge had agreed to write off the amount of \$200 outstanding on the loan from their Silver Jubilee Loan Fund to Dr. Howard Mitchell, who was killed in action in Europe, and to provide an additional \$200 to restore the fund to the former amount, and this action was greatly appreciated by the Board.

Application  
for tax ex-  
emption,  
under U.S.  
laws, on  
payments to  
Insulin  
Committee

From Dr. A. M. Fisher, Acting Executive Secretary of the Insulin Committee, transmitting copy of letter he had written to the University Solicitor in connection with applying for tax exemption, under United States laws, on payments made to the Insulin Committee.



Order-in-Council re supplementary grant of \$150 per student for ex-service personnel

From Mr. H. W. Jamieson, Superintendent of Educational Training, Department of Veterans Affairs, Ottawa, enclosing a copy of Order-in-Council No. P.C. 215/4940, in connection with the supplementary grant of \$150 per student for ex-service personnel, as follows:-

"Certified to be a true copy of a Minute of a meeting of the Treasury Board, approved by His Excellency the Governor General in Council, on the 13th July, 1945.

#### Veterans Affairs

The Board recommend, under authority of the War Measures Act, that the Department of Veterans Affairs be authorized to pay a supplementary grant to any university in Canada in an amount not exceeding \$150 for each person registered therein, on whose behalf tuition fees are paid under the provisions of The Post-Discharge Re-Establishment Order, for a full-time course leading to a diploma or degree, in accordance with the following terms, effective for the period July 1, 1945, to June 30, 1946:

1. Subject to the supplementary grant not exceeding \$150 in respect of any one person for the period July 1, 1945, to June 30, 1946, and subject to conformity with Section Two hereof with respect to the total payment to a university on behalf of any person for the programme of an academic year, the amount shall be as follows -
  - (a) Where such tuition fees are paid for the whole of any academic year, the sum of \$150; and
  - (b) Where such tuition fees are paid for part only of an academic year, a sum which bears the same relation to the sum of \$150 as such part bears to the whole academic year.
2. The supplementary grant shall be in addition to all other payments authorized by The Post-Discharge Re-Establishment Order to be paid to a university with respect to persons herein mentioned: Provided, however, that in no case shall the total payments made by the Department to a university on behalf of any person for the programme of an academic year exceed \$500.
3. Prior to June 30, 1946, the universities receiving supplementary grants shall provide information as to the additional costs incurred on account of the persons mentioned herein, the extent to which such costs are being met by tuition fees and such additional information as may be necessary to determine the amount of supplementary grants required, if any, subsequent to June 30, 1946.
4. The payment of such supplementary grant to any Canadian university shall be reduced or discontinued if the grants received by that university from a province are being reduced as a consequence of such supplementary grant.
5. All expenditures authorized hereunder are to be charged to War Appropriation.

(Sgd) H. W. Lothrop  
Associate Clerk of the Privy Council."



Investment  
of Malcolm  
Wallace  
Scholarship  
Fund re-  
ferred to  
Finance  
Committee

From Mr. J. S. McLean enclosing copy of correspondence with Mr. Sydney Hermant in connection with investing the "Malcolm Wallace Scholarship Fund" of approximately \$20,000.00 in securities yielding a higher interest rate than the 3% per annum now being obtained from Victory Loan bonds. Upon motion of Hon. Dr. McCarthy this matter was referred to the Finance Committee for consideration and report.

Retirement  
of Prof. M.  
A. Mackenzie  
from active  
practice as  
a Consulting  
Actuary

From Professor M. A. Mackenzie announcing that he is gradually retiring from active practice as a Consulting Actuary, and that Professor N. E. Sheppard, who is also a Fellow of the Institute of Actuaries, is now assuming the major share of the duties of the office.

Investment  
by Connaught  
Laboratories  
Committee in  
next Victory  
Loan referred  
to Finance  
Committee

From Mr. K. E. Allen, Comptroller, Connaught Laboratories, recommending that the Connaught Laboratories Committee invest \$100,000.00 in long-term bonds of the next Victory Loan. This matter was referred to the Finance Committee for consideration and report.

Resolution  
adopted by  
National  
Conference  
of Canadian  
Universities,  
regarding  
more adequate  
pensions,  
referred to  
Finance  
Committee

From the University Registrar transmitting the following resolution adopted by the National Conference of Canadian Universities at its meeting held in Quebec in June, 1945:-

"WHEREAS pension programmes in member-institutions will not afford, at least to new members of their staffs, retiring allowances which will be adequate or even comparable to those provided for members of their staffs who entered pension programmes prior to 1935;

BE IT RESOLVED that the Conference recommend to member-institutions that pension programmes should be worked out in conjunction with the Dominion Government Annuity Plan, and/or with commercial insurance companies in Canada; that member-institutions should also consider the desirability of increasing their contributions to premiums of annuity policies to the extent of ten per cent. of any employee's salary in consideration of a contribution by the employee to the extent of five per cent. of his salary; and that the member-institutions consider also the desirability of removing any fixed upper limit on their contributions to premiums of annuity policies;

BE IT FURTHER RESOLVED that this resolution be sent direct to the governing bodies of all member-institutions."

This matter was referred to the Finance Committee for consideration and report.



Application  
for use of  
vacant lot  
at 320 King  
St. West  
referred to  
Property  
Committee

From Mr. Arthur Philbey making application for the use of the vacant lot on the property owned by the University at 320 King Street West, and this matter was referred to the Property Committee for consideration and report.

Matters  
dealt with  
during the  
Summer in-  
cluded in  
Minutes of  
Executive  
Committee

The matters dealt with during the Summer, such as appointments, resignations, salary adjustments, etc., are set out in the minutes of the Executive Committee of September 5th, which were presented to the Board.

Action in  
connection  
with recom-  
mendations  
of Executive  
Committee -

The following action was taken by the Board in connection with recommendations submitted by the Executive Committee:-

Approval of  
interim ap-  
propriations  
totaling  
\$56,000  
for Ajax  
Division

1. Upon motion of Dr. Macdonald, the following interim appropriations for Ajax Division were approved:-

|  |                  |
|--|------------------|
| (a) Capital Expenditure  | - \$200,000      |
| (b) Operating Expenditure  | - 250,000        |
| (c) Purchase of supplies and apparatus - Faculty<br>of Applied Science and Engineering | - 100,000        |
| (d) Food supplies in connection with Cafeteria   | - 6,000          |
|  | <u>\$556,000</u> |

The Bursar  
authorized  
to spend up  
to \$100,000  
for above  
appropria-  
tions

2. The Bursar was authorized to spend up to \$100,000 in connection with the above appropriations; a request to be made to the Provincial Government for a grant in connection with these appropriations when this interim vote is exhausted.

Quota for re-  
gistration  
in Applied  
Science to be  
approximately  
40 students

3. In connection with the proposed quota for registration in the Faculty of Applied Science and Engineering,  
It was moved by Mr. Bryce,  
Seconded by Dr. McCarthy,  
that approximately 400 students, who are entitled to benefits under the Post-Discharge Re-Establishment Order, based on length of service, be accepted in September, 1945, and the other applicants in January, 1946.

Appointment  
of members  
to the  
Executive  
Committee

4. Regarding the recommendation of the Executive Committee that the Committee consist of certain members, the Chairman pointed out that it was merely intended to put these names forward as a nomination, and that the meeting was open for the appointment of the same.  
Upon motion of Dr. Neilly,  
Seconded by Mr. Bryce,  
Mr. F. K. Morrow's name was added to the Committee, and Mr. McCullagh asked to be permitted to retire.

The Committee was then constituted as follows:-

|                                       |  |
|---------------------------------------|--|
| The Chairman of the Board             | The Chairman of the Property Committee |
| The Vice-Chairman                     | Mr. Morrow                             |
| The President                         | Dr. Neilly                             |
| The Chairman of the Finance Committee | Hon. Dr. Bruce                         |



Appointment  
of members  
to the Ajax  
Committee

5. In connection with the recommendation of the Executive Committee regarding the appointment of the Ajax Committee as a Standing Committee, the Chairman pointed out that as provision had not been made for the new By-Law No. 43 covering the Standing Committees, the Ajax Committee be not a Standing Committee but a Special Committee pro tem. The Committee was then appointed as follows:-

|                           |                                      |
|---------------------------|--------------------------------------|
| The Chairman of the Board | Dean C. R. Young                     |
| The President             | Superintendent A. D. LePan           |
| Mr. Borden                | Assistant Superintendent W. H. Bonus |
| Mr. Burns                 | Mr. J. R. Gilley                     |

Agreement re  
Ajax Division  
to be prepared  
by Messrs.  
Borden, Elliott,  
Sankey and  
Kelley

6. The Board agreed that the firm of Messrs. Borden, Elliott, Sankey & Kelley be requested to prepare the agreement between the Dominion Government and the University in connection with Ajax Division, in view of their experience with matters of this kind.

Notice of motion  
re By-Law No.43

7. Mr. R. A. Bryce gave notice of motion for the passing of By-Law No. 43, dealing with the "Standing Committees of the Board."

Letter from  
Hon. C. D.  
Howe in con-  
nection with  
arrangements  
for taking  
over the  
buildings  
at Ajax

The following letter was received by  
the President from the Hon. C. D. Howe, Minister of Reconstruction,  
Ottawa, in connection with Ajax Division:-

"Sidney Smith, Esq.,  
Principal, University College,  
Toronto, Ontario.

Dear Mr. Smith:-

I had hoped to answer your letter of June 25th before this, but a number of problems have arisen which require consideration before your proposal can be dealt with.

I now have a complete report on the buildings which you wish to acquire. It would seem that a re-adjustment is desirable in order that your property may be fenced off from the rest.

I also find that my Colleagues see difficulties in turning over the buildings at a dollar a year rental. The Government is giving financial assistance to all universities on a uniform basis, and it is felt that to give additional assistance to one university in form that cannot be made available for others will lead to charges of discrimination.

My officers are also of the opinion that, having in mind the use contemplated for the balance of the property, it will be desirable for the Government to operate the power plant, electrical power services and railway facilities, and sell these services to the University rather than follow the opposite course which I suggested to Colonel Phillips.

I expect to be able to discuss this project in detail toward the end of this week. Perhaps either yourself or your appropriate officers can visit Ottawa for that purpose.

There is no doubt that the property is suitable for the purpose proposed, and I am hopeful that we can reach an agreement that will permit its use accordingly.

Yours sincerely,

(Sgd) C. D. Howe."

July 8th, 1945.



Resolutions  
of Connaught  
Laboratories  
Committee and  
Insulin Com-  
mittee re-  
ferred to  
Chairmen of  
these Com-  
mittees

Resolutions presented by the Chairman in connection with reports to be submitted by the Connaught Laboratories Committee and the Insulin Committee were referred to the Chairmen of these respective Committees for consideration of the wording and for consultation with Mr. Henry Borden.

Resolution  
in connec-  
tion with  
Toronto  
Conservatory  
of Music  
for trans-  
mission to  
Minister  
of Educa-  
tion

The following resolution in connection with the Toronto Conservatory of Music was presented by the Chairman and approved by the Board, a certified copy to be transmitted to the Minister of Education:-

RESOLUTION RELATING TO THE TORONTO CONSERVATORY OF  
MUSIC TO BE DIRECTED TO THE MINISTER OF EDUCATION.

"Upon motion of Mr. R. A. Bryce,  
Seconded by Hon. Leighton McCarthy, K.C., LL.D.,  
BE IT RESOLVED THAT -

The Board of Governors view with the greatest interest the possibility and desirability of further developing music in all its branches as not only a cultural but a practical instrument for the benefit of the people of the Province.

The Board believes that the effective teaching of music demands the closest association with the University and earnestly hopes that in the immediate future the Toronto Conservatory of Music will be satisfactorily integrated with the University of Toronto.

The Board recognizes and is particularly concerned with the necessity of having available an individual with wide experience in the field of music upon whose advice and guidance it may depend in the expansion of all musical activities within the field of the University and the Conservatory.

While the Board is convinced that great progress and expansion can be made in the field of music in all its branches it recognizes the great difficulty of obtaining the cooperation and guidance of a person, eminent, qualified, and willing, with a special Canadian interest.

The Board ventures to suggest to the Department of Education that in the person of Mr. Edward Johnston all the necessary qualities exist to a pre-eminent degree.

The importance of the task envisaged is such that his services, if obtainable, would prove invaluable."

The following donations were reported and were accepted with thanks and appreciation:-



## Donations -

A residuary bequest under the Will of the late Charles Alfred Payne of the City of Belleville, as follows:-

"To hold the residue of my estate upon trust, to divide such residue into two equal shares and to pay or transfer one of such equal shares to the Hospital for Sick Children, Toronto, and to pay or transfer the other of such equal shares to the Board of Governors of the University of Toronto to be used for such purposes as the Director of the Department of Medical Research of the Banting Institute shall from time to time direct."

A residuary bequest under the Will of the late Mrs. Amelie Pauline Worsley of the City of Ottawa, as follows:-

"From and after the death of my sister, Marie C. Fox and my husband Charles L. Worsley, my then trustees are to pay over the entire corpus of my estate then remaining to the Trustees of the University of Toronto to be called the "Fletcher C. Snider Fund" to be used in their discretion and without limiting such discretion preferably for providing a fund for lectures to be given by English speaking publicists of prominence tending to promote the mutual understanding in English speaking of legal or economic questions in Belles Lettres."

National Research Council:

|             |             |   |
|-------------|-------------|---|
| \$ 5,500.00 | for Project | A.M.1, Dr. Duncan Graham, Medicine.   |
| 2,400.00    | " "         | C.W.517, Dr. A. R. Gordon, Chemistry.   |
| 2,000.00    | " "         | F.E.1934, Prof. F. E. Beamish, Chemistry  |
| 1,430.00    | " "         | P.E. 5, Dr. H. Grayson Smith, Physics   |
| 1,375.00    | " "         | N.M. 13, Dr. C. H. Best, Physiology   |
| 1,320.00    | " "         | C.W. 510, Dr. Leslie Young, Bio-Chemistry   |
| 1,300.00    | " "         | C.W. 548, Dr. A. M. Wynne, Bio-Chemistry  |
| 1,000.00    | " "         | A.M.4, Prof. D. Cass-Beggs, Electrical Engineering  |
| 900.00      | " "         | A.M.5, Dr. W. R. Franks, Banting and Best Research  |
| 900.00      | " "         | A.M.17-9B, Dr. J. A. Sullivan, Oto-Laryngology  |
| 819.07      | " "         | Med. 27, Dr. K. C. Fisher, Zoology  |
| 800.00      | " "         | Biological & Technological Studies, Prof. G. H. Duff, Botany  |
| 600.00      | " "         | Med. 20, Dr. P. H. Greey, Pathology and Bacteriology  |
| 500.00      | " "         | Med. 33, Dr. P. H. Greey, Pathology and Bacteriology  |
| 494.75      | " "         | Study of Insects of Trout and Non-Trout Streams, Prof. W. J. K. Harkness, Zoology                   |
| 450.00      | " "         | B.E. 1, Prof. G. H. Duff, Botany  |
| 418.00      | " "         | Relation between food and the growth and production of lake trout, Prof. W. J. K. Harkness, Zoology |
| 408.34      | " "         | C.W. 530, Dr. K. C. Fisher, Zoology   |
| 200.00      | " "         | A.M. 40, Dr. Duncan Graham, Medicine  |
| 67.00       | " "         | Polymerization of Ethylene, Prof. D. J. LeRoy, Chemistry  |



onations  
Cont'd)

Institute of Industrial Relations:

The first of five similar annual payments:

|           |  |
|-----------|--|
| \$ 200.00 | from Ontario Steel Products Co., Gananoque |
| 200.00    | " Ontario Paper Co., Thorold               |
| 100.00    | " Dominion Chain Co., Niagara Falls        |
| 100.00    | " Don Valley Paper Co., Toronto            |
| 50.00     | " Canadian Carborundum Co., Niagara Falls  |

Other contributions:

|           |  |
|-----------|--|
| \$ 100.00 | from American Can Co., Niagara Falls   |
| 50.00     | " Packard Electric Co., St. Catharines |

Rockefeller Foundation:

Grants to School of Hygiene:

|            |                                 |
|------------|---------------------------------|
| \$4,500.00 | for Nutrition Study             |
| 2,582.50   | " Field Training Facilities     |
| 2,500.00   | " Research in Nutrition         |
| 1,647.76   | " Additional Teaching Personnel |

Miscellaneous:

|            |   |
|------------|---|
| \$2,500.00 | from the Banting Research Foundation to enable Dr. C. B. Farrar to continue the work originally established through the Rockefeller Psychiatric Research Fund.  |
| 2,500.00   | " Ontario Cancer Treatment and Research Foundation for research under Dr. G. E. Richards, Radiology   |
| 1,700.00   | " (U.S. funds) from The Nutrition Foundation, New York, for research under Dr. E. W. McHenry, School of Hygiene   |
| 1,300.00   | " (U.S. funds) The John and Mary R. Markle Foundation, New York, being one half of their grant for the first year for investigations under Dr. C. H. Best, Department of Physiology   |
| 1,000.00   | " (U.S. funds) the American Society of Heating and Ventilating Engineers, New York, in part payment of their undertaking of \$1,600.00 for research in Chemical Engineering.  |
| 1,000.00   | " Toronto General Trusts Corporation for awards of Scholarships under the R. W. Leonard Bequest   |
| 750.00     | " Canadian Industries Limited for award of Fellowship payable in 1945-46  |
| 550.00     | " the Royal College of Dental Surgeons as follows:-<br><div style="margin-left: 40px;"> Dental Research Fund - \$300.00<br/> Harry R. Abbott Library Fund - 250.00<br/> <u>\$550.00</u> </div>  |
| 425.00     | " The Association of Professional Engineers of Ontario, as follows:-<br><div style="margin-left: 40px;"> For their Scholarships for 1945-46 - \$400.00<br/> For Archie B. Crealock Memorial Prize - 25.00<br/> <u>\$425.00</u> </div> |
| 333.33     | " Estate of the late Janet Colquhoun for credit of the A. H. U. Colquhoun Library Fund, being one-third of the income from the residue of the Estate  |
| 305.25     | " Kiwanis Club of Toronto for credit of Infirmary Receipts Account, Faculty of Dentistry  |
| 100.00     | " Toronto Brick Company in payment of Prizes for 1944-45  |
| 74.00      | " various donors to the Class of Medicine 1924 War Service Scholarship Fund   |
| 70.00      | " Canadian National Committee for Mental Hygiene for purchase of books, School of Social Work   |
| 50.00      | " United Welfare Fund of Sault. Ste. Marie towards the Ontario Community Chest Scholarship Fund in the School of Social Work  |



Donations  
(Cont'd)

Miscellaneous donations (Cont'd):

|          |      |  |
|----------|------|--|
| \$ 50.00 | from | United Welfare Fund of Cornwall towards the Ontario Community Chest Scholarship Fund in the School of Social Work    |
| 50.00    | "    | Dr. S. A. MacGregor for credit of the Pro Liberis Prize in the Faculty of Dentistry                                  |
| 50.00    | "    | Captain Gurston Allen to cover the awards of the Pi Lambda Phi Herbert R. Kaus Memorial Prize in 1943-44 and 1944-45 |
| 20.00    | "    | Mr. R. K. Ross to cover the award of the Romaine K. Ross Prize for 1944-45   |
| 5.00     | "    | Miss Mary M. White as a donation to the Laura L. Ockley Scholarship in Home Economics.                               |

Letter re  
payment by  
Ontario  
Government  
towards  
Research in  
Psychiatry  
deferred  
for consid-  
eration

In connection with the donation of \$2,500.00 from the Banting Research Foundation for research in Psychiatry, listed above, the Bursar presented a letter from the Ontario Deputy Minister of Health regarding payment by the Government towards this research. This was deferred for consideration to the next meeting.

Subscrip-  
tions to  
Institute  
of Indus-  
trial  
Relations

The Bursar gave the following report in connection with subscriptions to the Institute of Industrial Relations:-

|                                   |   |                    |
|-----------------------------------|---|--------------------|
| Amount received to date           | - | \$ 4,635.00        |
| Amount pledged for future payment | - | <u>11,500.00</u>   |
| Total                             | - | <u>\$16,135.00</u> |

Death re-  
ported of  
Dr. John S.  
Chisholm  
who has  
bequeathed  
a consider-  
able sum  
of money to  
the Univer-  
sity

The Chancellor reported the death of Dr. John S. Chisholm of Prince Albert, Saskatchewan, under whose Will the University is bequeathed a considerable sum of money, in connection with which the Bursar informed the Board that he had made arrangements during the Summer.

Fuel con-  
tracts for  
1945-46

In connection with the supply of Fuel for the University for 1945-46, the Bursar reported that contracts which had been transmitted to him by the Superintendent were duly executed on behalf of the Board as follows, after obtaining the Chairman's approval of the same:-

Canada Coal Limited  
Great Lakes Coal Company Limited  
Halliday Brothers Limited



Completion  
of forms  
of Proxy  
for Annual  
Meetings

The Bursar also reported the completion of forms of Proxy for the Annual Meetings of the following Companies:-  
 Lesside Engineering Company Limited - July 26th, 1945  
 Guardian Realty Company of Canada - October 11, 1945

Resolution  
in connection  
with the late  
F. F. A.  
Moure

Following a reference to the death of Dr. Ferdinand A. Mouré, the following resolution was -

"Moved by Dr. Bruce Macdonald,  
 Seconded by the Chancellor,  
 And unanimously adopted -

The Board of Governors of the University of Toronto at this their first meeting since the death of Ferdinand A. Mouré, Mus.D., wish to place on record their high appreciation of the services rendered by him to this University during a long period of employment.

In June 1888 he entered the Bursar's Office as a Junior Clerk. Earning promotion from time to time he steadily advanced until on December 9th, 1904, he was appointed Bursar. That important office he filled with distinction until his retirement on December 31st, 1938.

Possessing considerable musical ability, for some years he filled the position of University Organist, his afternoon Organ Recitals in Convocation Hall during the Winter Term giving pleasure to many. In recognition of his contribution to Music at the University the Senate, in June 1922, conferred upon him the degree of Doctor of Music, Honoris Causa.

In adopting this resolution the Board desire to extend to Mrs. Mouré their sincere sympathy with her on the passing of her life partner."

Ordered that a copy of this resolution be sent to Mrs. Mouré.

Resolution  
in connection  
with the late  
Professor  
V. E.  
Henderson

The following resolution was passed in connection with the late Professor V. E. Henderson:-

"It was moved by the Chancellor,  
 Seconded by Dr. Bruce Macdonald,  
 And Resolved -

That the Board of Governors hereby expresses its regret at the sudden death on August 6th of the late Professor Velyien Ewart Henderson, M.A., M.B., F.R.S.C. and F.R.C.P. (Canada); and its appreciation of the signal services he rendered to this University and to the world of science. He graduated from the University of Toronto in Arts and in Medicine, and subsequently pursued post-graduate studies in the Universities of Pennsylvania, Prague, Marburg, London and Graz. In the Faculty of Arts he began his teaching career as a demonstrator and lecturer in Physiology, and in the Faculty of Medicine as a demonstrator and lecturer in Pharmacology and Pharmacy, and a lecturer in Therapeutics. He became Professor and Head of the Department of Pharmacology in 1919. His teaching career extended from 1904 till his death. The high quality of his teaching and his research



Resolution  
in connec-  
tion with  
the late  
Professor  
V. E.  
Henderson  
(Cont'd)

is revealed in the long list of publications issued from his department. The widely-used anaesthetic agent, cyclopropane, has made his name famous throughout the world.

He was Chairman of the Canadian Committee on Pharmaceutical Standards for 1927-1943, and Chairman of the Committees on Pharmacy in the Canadian and Ontario Medical Associations. Valuable reports, drawn up under his guidance, were issued by those Committees, and on them were based excellent governmental regulations regarding patent nostrums. In 1931 he was presented by the International Anaesthesia Research Society with a scroll of recognition for meritorious researches in Anaesthesia and Analgesia. His most outstanding achievements were in the field of anaesthesia. His services in this field were recognized by his election as President of the Federation of American Societies for Experimental Biology, as President of the Canadian Physiological Society, and as an honorary life member of the Canadian Pharmaceutical Association. As the Chairman of the Board of Pharmaceutical Studies of the Senate, he exercised a great and constructive influence on the development of the College of Pharmacy and on its relations to this University. In 1944 he was awarded the Flavelle Medal for Research in Medicine by the Royal Society of Canada.

He served in the war of 1914-1918 both in the University Canadian Officers' Training Corps, and overseas as a Major in the Artillery. In this war, his two sons served overseas.

His wife is a daughter of the late Professor W. H. Vandersmissen. His loyalty to this University and to the Empire was an outstanding feature of his life and character. His deep interest in student welfare was shown by his long service on the Finance Committee of Hart House.

The Board respectfully offers its sympathy to his wife, his sons and his brother and sisters."

McCharles  
Prize Com-  
mittee  
Report  
deferred

The report and memorandum from the

McCharles Prize Committee for 1945 were deferred to the next meeting for consideration.

Delivery of  
Falconer  
Lecture  
by Sir  
Richard  
Livingstone

The Chancellor informed the Board that

Sir Richard Livingstone, President of Corpus Christi College and Vice-Chancellor of Oxford University, had been invited to give the Burwash Memorial Lectures on September 17th, 18th and 19th, and suggested that consideration be given to requesting Sir Richard to deliver the Falconer Lecture at the University of Toronto. This matter was referred to the Chancellor and the President.

The meeting adjourned at 7 p. m.

*Deferred*  
*922 B.*  
Minutes confirmed.

*September 27<sup>th</sup> 1945*

*B. J. P. Harris*  
Chairman

*A. Higginbotham*

Secretary.



Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, September 27th, 1945, at 4 p.m.

Present -

The Chairman (Colonel Phillips)  
The Chancellor  
The President  
Hon. Dr. Ferguson  
Dr. Macdonald

Mr. Vaughan  
Rt. Hon. Vincent Massey  
Dr. Neilly  
Mr. LaBine  
Mr. Burns

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Gordon  
Dr. Gibson  
Mr. Morrow  
Mr. Ross

Mr. McCullagh  
Hon. Dr. McCarthy  
Mr. Rogers

The minutes of the last meeting were presented and -

Upon motion of Hon. Dr. Ferguson,  
Seconded by Dr. Neilly,  
were approved.

Arising out of the minutes the following matters were dealt with:-

The Bursar presented the letter from the Ontario Deputy Minister of Health stating that his Department was most anxious to continue the research in Psychiatry undertaken jointly by the University and the Rockefeller Foundation, but that as they had made no provision in the Estimates for a grant of this type he suggested that the staff employed in the project be placed on the Hospital payroll.

Letter covering  
the Government's  
proposal for  
payment for  
research in  
Psychiatry



Report and  
Memorandum  
from the  
McCharles  
Prize Com-  
mittee re-  
ferred to  
Executive  
Committee

Additional  
appropria-  
tions for  
1945-46  
granted  
for Photo-  
graphic  
Service

President  
to inves-  
tigate  
status, &c.  
of Photo-  
graphic  
Service

Conserva-  
tory of  
Music Es-  
timates  
laid over;  
Chairman  
to reply  
to letter  
from  
Auditors;  
draft re-  
solution  
deferred.

Upon motion of Dr. Neilly the report and memorandum from the McCharles Prize Committee were referred to the Executive Committee for consideration, as well as the appointment to fill the vacancy on the Committee caused by the death of Mr. Segsworth.

In connection with the revised Estimates for Photographic Service for 1945-46, approval was given to the President's recommendation for the following additional appropriations:-

|  |                |
|--|----------------|
| "Salaries" (made up as follows:-   |                |
| Second Assistant Photographer to return from war service at a salary of \$1,500 per annum, or temporary substitute | - \$1,500      |
| 2 Junior Assistants at \$800 each  | - 1,600        |
|  | <u>\$3,100</u> |
| Unused balance available from appro- priations   | - 1,100        |
|  | <u>\$2,000</u> |
| "Apparatus:<br>New Equipment"  | - \$2,500      |

The Board decided that the status, operations and functions of the Photographic Service be further investigated by the President.

The Estimates of the Toronto Conservatory of Music for 1945-46 were again laid over.

In connection with the Conservatory, a letter was presented from Messrs. Clarkson, Gordon, Dilworth & Nash asking confirmation of a reference in the minutes of the Conservatory that the Provincial Government had paid the University \$200,000.00 for the purpose of retiring the debenture debt of the Conservatory. After an explanation of the situation by the Chairman the letter was left with him for reply.

The draft resolution submitted by the Chairman in connection with the Conservatory Committee was deferred for consideration.



Approval  
of By-Law  
No. 43 re-  
specting  
Adminis-  
trative  
Committees

In accordance with notice of motion given at the last meeting  
By-Law No. 43 was considered, and

Upon motion of Dr. Neilly,  
Seconded by Mr. Burns,

the By-Law was approved as follows after adding the University College  
Committee and changing the "Committee on Athletics and Physical Train-  
ing" to read "Athletics and Physical Training Committee":-

BY-LAW NUMBER 43

BE IT ENACTED AND IT IS HEREBY ENACTED by the Governors of the  
University of Toronto as a by-law thereof as follows:-

1. Notwithstanding the provisions of any other by-law  
there shall be the following Administrative Committees of the  
Board:

1. Finance Committee
2. Property Committee
3. Hart House Committee
4. Connaught Laboratories Committee
5. Insulin Committee
6. Banting Commemoration Committee
7. The Toronto Conservatory of Music Committee
8. University Press Committee
9. Athletics and Physical Training Committee
10. University College Committee

2. (1) The Administrative Committees shall be appointed at  
the first regular meeting of the Board in October in each year or  
so soon thereafter as may be convenient.

(2) The Chancellor, the President of the University, and  
the Chairman of the Board, shall be ex-officio members of all Ad-  
ministrative Committees.

(3) In addition to the ex-officio members, each Adminis-  
trative Committee shall consist of not less than four and not more  
than eight other members who shall be appointed by the Board. The  
Board may appoint as members of an Administrative Committee persons  
who are not members of the Board, provided that the Committee, in-  
cluding in the computation thereof the ex-officio members, shall  
always have a majority of members who are members of the Board.  
The members of each Administrative Committee shall hold office un-  
til their successors are appointed. Vacancies occurring during the  
term of office of any Administrative Committee shall be filled by  
the Board at the next meeting of the Board held after such vacan-  
cies occur or so soon thereafter as may be convenient, but notwith-  
standing such vacancies the remaining members of any Administrative  
Committee shall have authority to exercise the full powers of such  
Administrative Committee, provided that a quorum remains in office.

(4) The Board shall when appointing any Administrative  
Committee appoint two members of each such Committee to be Chair-  
man and Vice-Chairman respectively of each such Committee.

3. The powers, duties, functions, and responsibilities, and  
the number of the members of each Administrative Council shall be  
such as the Board shall annually assign to such Committee, as am-  
plified, abridged, amended or varied by the Board from time to time  
in such manner as it shall think fit.

4. (1) Four members of an Administrative Committee shall con-  
stitute a quorum thereof.



By-Law No.43  
(Cont'd)

4. (2) Meetings of the Administrative Committees shall be held at such places and at such times as the respective Chairmen thereof may appoint. Meetings of an Administrative Committee may also be called by the Vice-Chairman thereof or any two members thereof.

Written notice of a meeting shall be given to each member of the Administrative Committee at least forty-eight hours prior to the time appointed for the meeting by being mailed in Toronto, postage prepaid, to each member addressed to him at his address as it appears in the records of the Administrative Committee. A meeting may also be held without notice if all the members of the Administrative Committee are present and consent thereto or those absent approve in writing the business transacted thereat. A resolution signed by all members of an Administrative Committee shall have the same force and effect as if passed at a regularly constituted meeting.

The accidental omission to give notice to any member or any accidental irregularity in connection with the giving of notice shall not invalidate the proceedings at a meeting.

The Chairman of each Administrative Committee shall preside at meetings and in his absence the Vice-Chairman shall preside. If both the Chairman and Vice-Chairman are absent, the members present shall appoint one of their number Acting Chairman to preside at the meeting.

Each member present at a meeting shall be entitled to one vote. Questions arising at meetings shall be decided by a majority of votes of the members present. The Chairman or other presiding officer may vote on all questions and any resolution on which there is an equality of votes shall be deemed to be negatived.

(3) A record of the proceedings of all meetings of the Administrative Committees shall be kept in a book or books provided for that purpose and the minutes of every such meeting shall be read at the next meeting of the Committee and, when approved, shall be signed by the Chairman of such meeting and presented by the Chairman or the Vice-Chairman of such Committee to the Board at its first meeting following such Committee meeting.

5. The provisions of any by-law inconsistent with the foregoing provisions of this by-law are hereby amended to accord with the foregoing and, without limiting the generality of the foregoing, by-laws Numbers 6, 7, 8, 9, 10, 11 and 12, 15, 35, 36, 37, 39 and 41 are hereby repealed.

6. Nothing contained in this by-law except Section 1 hereof shall affect the provisions of by-laws Numbers 13 and 14 relating to the Connaught Laboratories Committee and the Insulin Committee which are hereby confirmed in all respects except that where the words "Standing Committee" appear in the said by-laws, such words are hereby deleted and the words "Administrative Committee" substituted therefor.

7. The Board shall annually appoint from its number a Vice-Chairman of the Board. Commencing with the year 1946 the appointment of the Vice-Chairman shall be made at the first meeting of the Board in October or as soon thereafter as practicable.

Enacted this 27th day of September, 1945.

(Sgd) W. E. Phillips,  
Chairman.  
(Sgd) C. E. Higginbottom,  
Bursar



Resolu-  
tion in  
connec-  
tion with  
retire-  
ment of  
D. Gibson  
a Vice-  
Chairman  
of the  
Board

The Chairman presented a letter from Dr. John J. Gibson tendering his resignation as Vice-Chairman of the Board and the following resolution was

Moved by Dr. Bruce Macdonald,  
Seconded by the Chancellor,  
And unanimously adopted -

The Governors of the University of Toronto having learned of the resignation of J. J. Gibson, Esq., LL.D., as Vice-Chairman of the Board desire to place on record their deep appreciation of the valued services he has contributed to the University over a long period of time.

Dr. Gibson was appointed as a member of this Board in 1925 and during the term of his membership has given continuously of his time and effort to the furtherance of the welfare of the University. For some nineteen years he has filled the office of Chairman of the Property Committee with commendable success.

In October 1938 the Senate of the University honoured him with the degree of Doctor of Laws (Honoris Causa) in recognition of his valued services to the University as a whole.

His fellow members are pleased that he will continue to act as a member of the Board.

M. Borden  
appointed  
Vice-  
Chairman

Upon motion of Hon. Dr. Ferguson, Mr. Henry Borden was appointed Vice-Chairman of the Board for the year 1945-46.

Appoint-  
ment of  
Chairmen  
of Admin-  
istra-  
tive  
Committees  
for 1945-46

Appointments of the Chairmen of the various Administrative Committees listed in By-Law No. 43 were made as follows for 1945-46:-

- |                                     |                       |
|-------------------------------------|-----------------------|
| 1. Finance Committee                | - Mr. George H. Ross  |
| 2. Property Committee               | - Mr. O. D. Vaughan   |
| 3. Hart House Committee             | - Mr. R. A. Bryce     |
| 4. Connaught Laboratories Committee | - Dr. Balmer Neilly   |
| 5. Insulin Committee                | - Mr. F. K. Morrow    |
| 6. Banting Commemoration Committee  | - Dr. Bruce Macdonald |

the personnel of the above Committees to be discussed with the respective Chairmen.



Constitu-  
tion of  
University  
College  
Committee  
referred  
to the  
President

In view of the position that University College occupies in the University, the question of the constitution of the University College Committee was referred to the President for consideration and report.

Formal  
letter of  
resigna-  
tion from  
Rt. Hon. Sir  
Lyman P.  
Duff

The Bursar reported the receipt of a letter from the Ontario Department of Education transmitting a formal letter of resignation from the Rt. Hon. Sir Lyman P. Duff as a member of the Board.

Order-in-  
Council  
covering  
appoint-  
ment of  
Mr. W.L.  
Gordon  
and re-  
appoint-  
ment of  
other  
members

There was also presented the following Order-in-Council approved by the Honourable the Lieutenant-Governor, dated the 11th day of September, 1945:-

"Upon the recommendation of the Honourable the Minister of Education, the Committee of Council advise that the following members of the Board of Governors of the University of Toronto be reappointed for a further term of six years, dating from June 20th, 1943:

Robert Alexander Bryce, Esq., B.A.Sc.

John James Gibson, Esq., LL.D.

Clement George McCullagh, Esq.

Frederick Keenan Morrow, Esq.,

and, further, that the following members of the Board of Governors of the University of Toronto be reappointed for a further term of six years, dating from June 20th, 1944:

The Honourable Hugh Edward Rose, B.A., LL.B.

Henry Borden, Esq., C.M.G.

Charles Fowler William Burns, Esq.

Gilbert Adalore LaBine, Esq.

Alfred Rogers, Esq.

George Henry Ross, Esq.

and, further, that Walter Lockhart Gordon, Esq., C.A., be appointed a member of the Board of Governors of the University of Toronto, to fill the vacancy caused by the resignation of the Right Honourable Sir Lyman P. Duff, for the remainder of the term for which Sir Lyman P. Duff was appointed, namely, until June 20th, 1948."

Certified,

(Sgd) C. F. Bulmer

Clerk, Executive Council."

Recommen-  
dations  
by the  
President

Recommendations by the President were approved as follows:-



Appoint-  
mentsAppointments:Faculty of Arts:

Mrs. Dorothy B. Thompson - Lecturer, Archaeology for 1945-46 \$1,500  
 Miss M. G. Moffat - Secretary, Botany from Oct. 1, 1945 \$1,300 a year

Chemistry:

From Oct. 1, 1945, to May 31, 1946:

|                      |              |       |
|----------------------|--------------|-------|
| R. E. Thiers         | )            | \$724 |
| H. A. MacEachern     | )            | 650   |
| S. C. Kilbank        | ) Assistants | 240   |
| K. R. Willis         | )            | 650   |
| Miss H. Hammerschlag | )            | 600   |

English:

For 1945-46:

|                 |   |     |
|-----------------|---|-----|
| M. Mackinnon    | )   | 700 |
| C. C. Love      | ) Fellows                                   | 700 |
| W. E. Swayze    | )   | 700 |
| Miss G. S. Bray | - Secretary-Librarian, Fine Art for 1945-46 | 800 |

Physics:

Assistant Demonstrators for 1945-46:

|                  |       |                     |     |
|------------------|-------|---------------------|-----|
| J. D. Bain       | \$600 | S. H. Collins       | 800 |
| H. D. Vasileff   | 600   | J. T. Dewan         | 600 |
| S. V. Soanes     | 600   | A. Schawlow         | 600 |
| W. Wong          | 600   | G. Boyd             | 320 |
| E. Brannen       | 320   | J. L. Coulton       | 320 |
| W. O. Cartier    | 320   | R. F. Chinnick      | 320 |
| G. A. Gillies    | 320   | F. A. Grant         | 320 |
| H. A. Harvey     | 320   | P. N. Hauran        | 320 |
| A. F. Johnson    | 320   | J. Kastner          | 320 |
| L. Kovach        | 320   | Mrs. Clara Morrison | 320 |
| J. E. Noakes     | 320   | S. P. Owens         | 320 |
| L. A. Page       | 320   | R. E. Steer         | 320 |
| J. D. Van Kleeck | 320   | P. W. R. Wade       | 320 |
| F. E. Senftle    | 320   |                     |     |

Political Economy:

W. S. Ferguson - Professor of Accounting (part time) for 1945-46 \$3,500  
 S. B. Stocking - Visiting Professor, 1945-46 3,500  
 Miss K. Carnegie - Assistant Secretary, Sept. 15, 1945, to Mar. 15, 1946, \$90 a month

Zoology:

For 1945-46:

|                |   |               |     |
|----------------|---|---------------|-----|
| Miss D. McLean | ) | Demonstrators | 800 |
| Miss L. Wallis | ) |               | 800 |

Faculty of Medicine:Anatomy:

C. G. Smith - Associate Professor from Aug. 23, 1945 \$4,000 a year

For 1945-46:

|                 |                       |         |
|-----------------|-----------------------|---------|
| R. G. MacKenzie | - Senior Demonstrator | \$1,200 |
| M. E. Hall      | ) Demonstrators       | 900     |
| C. A. Armstrong | )                     | 600     |

Bio-Chemistry:

B. F. Crocker - Lecturer, Sept. 1, 1945, to June 30, 1946 \$2,600 a year  
 M. Berenbom - Fellow, Oct. 1, 1945, to June 30, 1946 \$900



Appoint-  
ments  
(Cont'd)

Faculty of Medicine (Cont'd):

|                   |  |                |
|-------------------|--|----------------|
| A. L. Chute       | - Associate Professor, Banting and Best Medical Research, Sept. 17, 1945, to June 30, 1946 | \$2,600 a year |
| P. E. Ireland     | - Junior Demonstrator, Oto-Laryngology for 1945-46   | \$150          |
| C. R. Baggs       | - Assistant (part time), Pathological Chemistry for 1945-46                                | 250            |
| Miss M. J. Millar | - Secretary, Neuropathology in Pathology & Bacteriology from Sept. 15, 1945                | \$100 a month  |
| G. H. W. Lucas    | - Professor, Pharmacy & Pharmacology, from Sept. 1, 1945                                   | \$4,500 a year |

Physiology:

Fellows (part time):

|              |                     |              |
|--------------|---------------------|--------------|
| M. E. Hall   | ) Sept. 1, 1945, to | \$480        |
| M. L. Bunker | ) May 31, 1946      | \$40 a month |

Surgery:

|                                |                                |                    |
|--------------------------------|--------------------------------|--------------------|
| J. A. MacFarlane               | - Senior Demonstrator, 1945-46 | \$200              |
| Junior Demonstrators, 1945-46: |                                |                    |
| A. W. Farmer                   | \$150                          | D. R. Mitchell 150 |
| W. K. Welsh                    | 150                            | H. R. Norman 150   |
| F. G. Kergin                   | - Fellow (part time) 1945-46   | \$1,200            |
| P. F. McGoey                   | ) Assistant Resident Fellows,  | 300                |
| G. R. Walker                   | ) 1945-46                      | 300                |
| R. E. Outerbridge              | )                              | 300                |
| I. B. Macdonald                | )                              | 300                |

Faculty of Applied Science and Engineering:

Architecture:

|                  |  |         |
|------------------|--|---------|
| A. P. C. Adamson | - Lecturer, 1945-46                      | \$1,650 |
| J. A. Murray     | - Lecturer, 1945-46 (9 mos.)             | 1,800   |
| R. C. Fairfield  | - Special Instructor, 1945-46 (6½ mos.)  | 900     |
| J. Record        | - Attendant, Sept. 19, 1945 for 32 weeks | 800     |

Civil Engineering - Surveying & Geodesy:

From Sept. 24, 1945, to Dec. 24, 1945:

|               |                      |               |
|---------------|----------------------|---------------|
| G. A. Lorimer | - Instructor         | \$200 a month |
| H. L. Macklin | - Special Instructor | 250 " "       |

Mining Engineering:

|                 |                                 |         |
|-----------------|---------------------------------|---------|
| S. G. Farrar    | - Instructor, 1945-46           | \$1,800 |
| Demonstrators:  |                                 |         |
| W. J. Nichols   | ) for 1945-46                   | 1,250   |
| T. R. M. Morton | )                               | 1,250   |
| L. Pancer       | - Demonstrator, Michaelmas Term | 700     |

Electrical Engineering:

Instructors:

|             |                            |     |
|-------------|----------------------------|-----|
| J. M. Ham   | - November, 1945           | 250 |
| V. V. Mason | - October & November, 1945 | 500 |

Demonstrators for 1945-46:

|             |         |               |         |
|-------------|---------|---------------|---------|
| W. B. Ball  | \$1,300 | C. J. Moull   | \$1,300 |
| H. F. Philp | 1,400   | R. J. Collier | 1,300   |

Electrical Engineering:

|               |   |       |
|---------------|---|-------|
| J. K. Allen   | - Reader, 1945-46                                       | 300   |
| P. A. Rickard | - Instructor, 1945-46 (cancelling previous appointment) | 1,700 |



Appoint-  
ments  
(Cont'd)

Faculty of Applied Science and Engineering (Cont'd):

Engineering Drawing:

|                   |   |   |         |
|-------------------|---|---|---------|
| E. Matthews       | ) |   | \$1,400 |
| J. R. Petrinec    | ) | Demonstrators, 1945-46                                | 1,400   |
| C. F. A. Beaumont | - | Demonstrator (part time) 1945-46                      | 500     |
| D. P. Scott       | - | Instructor, 1945-46 (cancelling previous appointment) | 1,700   |

Mechanical Engineering:

|                |   |   |               |
|----------------|---|---|---------------|
| B. Chernofsky  | ) |   | 1,300         |
| A. T. Girard   | ) | Demonstrators for 1945-46                                     | 1,200         |
| D. G. Darling  | ) |   | 1,300         |
| W. W. L. Govan | - | Special Lecturer for 1945-46 (8 mos.)                         | \$300 a month |
| J. J. Klawe    | - | Research Assistant, Applied Physics, Oct. 1, to Dec. 31, 1945 | 175 " "       |
| C. A. Farrow   | - | Research Assistant, Chemical Engineering, Sept. 1945          | 150           |

Faculty of Household Science:

|                    |   |  |         |
|--------------------|---|--|---------|
| Miss I. Park       | - | Research Assistant, Household Science, 1945-46 (cancelling previous appointment) | \$1,000 |
| Miss M. H. Graydon | - | Assistant, Household Science, 1945-46 (cancelling previous appointment)          | \$900   |

Ontario College of Education:

|              |   |  |                      |
|--------------|---|--|----------------------|
| B. C. Taylor | - | Instructor in Methods in Classics, 1945-46 | no additional salary |
|--------------|---|--|----------------------|

Faculty of Dentistry:

|                   |   |  |               |
|-------------------|---|--|---------------|
| Miss M. E. Joyner | - | Dental Nurse, Sept. 10, 1945, to June 30, 1946 | \$100 a month |
|-------------------|---|--|---------------|

School of Physical & Health Education:

|                |   |  |       |
|----------------|---|--|-------|
| G. A. McMullen | - | Special Lecturer in Literature and Expression, 1945-46 | \$150 |
|----------------|---|--|-------|

School of Nursing:

Instructors:

|                      |   |   |                |
|----------------------|---|---|----------------|
| Miss R. B. Kent      | - | Sept. 1, 1945, to June 30, 1946                       | \$1,200 a year |
| Miss M. G. McPhedran | - | Sept. 15, 1945, to June 30, 1946                      | 1,200 " "      |
| Miss D. Adams        | - | Secretarial Assistant, Oct. 1, 1945, to June 30, 1946 | 960 " "        |

Department of University Extension and Publicity:

|                     |   |  |             |
|---------------------|---|--|-------------|
| Mrs. D. B. McKnight | - | Stenographer, Oct. 1, 1945, to June 30, 1946 | \$1,500 " " |
|---------------------|---|--|-------------|

Course in Safety Driving:

|               |   |                               |       |
|---------------|---|-------------------------------|-------|
| A. E. Neyhart | - | Instructor                    | \$150 |
|               |   | Travelling and hotel expenses | 200   |
|               |   |                               | \$350 |

Institute of Child Study:

|                   |   |   |                |
|-------------------|---|---|----------------|
| Miss D. McKenzie  | ) |   | 350            |
| Miss J. Nicholson | ) | Assistants                                  | 350            |
| Miss H. Gatch     | ) |   | 300            |
| Miss M. Wright    | - | Instructor, Sept. 1, 1945, to June 30, 1946 | \$1,600 a year |

Registrar's Office:

|              |   |                               |           |
|--------------|---|-------------------------------|-----------|
| W. D. Foulds | - | Assistant from Sept. 15, 1945 | 2,000 " " |
|--------------|---|-------------------------------|-----------|

Library:

|                    |   |                              |           |
|--------------------|---|------------------------------|-----------|
| Mrs. E. McCausland | - | Assistant from Sept. 1, 1945 | 1,300 " " |
|--------------------|---|------------------------------|-----------|

University Health Service:

|                     |   |   |         |
|---------------------|---|---|---------|
| Miss M. I. Hamilton | - | Clerical Assistant, Women's Service, 1945-46 (8 mos.)   | \$1,000 |
| C. L. Hooper        | - | Male Orderly, Hart House Infirmary, Sept. 20, 1945 for 8 mos. \$600 with allowance for living valued at \$100 |         |

Photographic Service:

|                |   |   |                |
|----------------|---|---|----------------|
| Miss E. Andrus | - | Third Assistant Photographer from Sept. 1, 1945 | \$1,200 a year |
|----------------|---|---|----------------|



## Resignations

Resignations:Faculty of Arts:

- Miss M. C. Needler - Assistant Professor, Ancient History, Dept. of Classics, University College Sept. 30, 1945
- V. F. Coe - Assistant Professor, Political Economy Aug. 31, 1945

Ontario College of Education:

- A. J. Phillips - Lecturer in Educational Research Sept. 1, 1945

Faculty of Dentistry:

- Miss M. Jackson - Dental Nurse Sept. 15, 1945

School of Hygiene:

- O. C. Powers - Associate in Public Health Administration Sept. 30, 1945

Institute of Child Study:

- Mrs. D. Leonard - Teacher, July 1, 1945

Library:

- Miss M. E. Heighington - Assistant Aug. 31, 1945

University Health Service:

- Mrs. H. Chandler - Clerical Assistant Sept. 1, 1945

## Increases in Salaries

Increases in Salaries:

- L. C. Coleman - Professor of Cytology, Department of Botany, from \$3,500 to \$4,500 per annum, as from July 1, 1945; additional appropriation of \$1,000 granted.

- M. B. Watson - Director and Assistant Professor in Department of Military Studies, returning to full-time duty at a salary of \$2,600 per annum, as from July 1, 1945; additional appropriation of \$200 granted.

- Miss V. R. Murphy - Dietitian, U.C. Women's Residences, from \$1,800 to \$2,000 per annum, as from October 1, 1945, her duties to be full time throughout the year with reasonable holidays.

Returning to duty from Active Service:

- C. G. Smith - Associate Professor of Anatomy at the rate of \$4,000 per annum, for which an additional appropriation was granted.

- H. L. Welsh - Assistant Professor of Physics, from \$2,400 to \$3,000 a year as from Sept. 1, 1945; additional appropriation of \$200 granted.

## Additional appropriations for 1945-46

Additional appropriations for 1945-46:Ontario College of Education:

- "Vocational Guidance Centre" - \$10,000.00

Physics:

- "Salaries" - for Assistant Demonstrators - 6,700.00

French:

- "Salaries" - for three Fellows - 2,100.00

Archaeology:

- "Salary of Mrs. H. A. Thompson, Lecturer" - 1,500.00

University Library:

- "Additional Assistance" - to provide for keeping the reading room in University College open for longer periods - 1,500.00



Additional  
appropriations  
(Cont'd)

Additional appropriations (Cont'd):

Athletics & Physical Training - Men:

"Attendance records, supplies, etc." - \$1,424.00

Physical and Health Education:

"Salaries" - for a Technician in Physiology - 1,200.00

University Health Service:

"Salaries" - for a part-time Assistant Nurse in the  
Women's Infirmary - 600.00

School of Architecture:

"Salaries" - 214.00

"Apparatus" - 280.00

Appointment  
of Prof.  
W. J. T.  
Wright as  
Director  
of Studies  
at the Ajax  
Division

Approval was also given to the President's recommendation that Professor W. J. T. Wright, Professor of Engineering Drawing in the Faculty of Applied Science and Engineering, be appointed as Director of Studies in the Ajax Division of the University of Toronto, effective November 1, 1945, his salary remaining unchanged at \$5,000 per annum and to be charged in full against the Ajax Division as from the date of his new appointment.

Appointment  
of Mr. W. R.  
Cowan as  
Comptroller  
of Hart  
House

Approval was given to the recommendation of the Finance Committee of Hart House that in view of Mr. J. R. Gilley's giving up the position of Comptroller of Hart House to assume the duties of Director of the Ajax Division of the University of Toronto, Mr. W. R. Cowan, at present Assistant Comptroller, be appointed as Comptroller, effective October 15, 1945, at a salary of \$5,000 per annum.

Other recommendations by the President were approved as follows:-

Women's  
National  
Service  
Training  
suspended

That the Women's National Service Training, as a compulsory programme for women in the Upper Years of the Faculty of Arts, be suspended.

Physical  
Training  
optional  
for ex-  
service men

That Physical Training be optional during the Session 1945-46 for ex-service men registered in the University.



Students'  
Administra-  
tive Council  
to make  
short-term  
loans to  
ex-service  
students

That permission be granted the Students' Administrative Council to make short-term loans to ex-service students who are in need of financial assistance, pending the receipt of war service gratuities, and for payments under the Post-Discharge Re-Establishment Order; such loans to be made from the surplus funds of the Council.

78 Queen's  
Park to be  
used as a  
U.C. Men's  
Residence  
for 1945-46;  
additional  
appropria-  
tion granted  
for operat-  
ing expenses

The President presented a letter from the University Superintendent advising that the property at 78 Queen's Park, "Holwood", had been taken over from the Navy, and that the house would be ready for student occupation for 60 or 70 students on Monday, October 1st; also that certain equipment in the house had been loaned temporarily to the University by the Navy and the Young Women's Christian Association, and that estimates for additional material would be submitted by the Superintendent later. After discussing the matter it was decided to use this house as a temporary residence for University College men for the Session 1945-46, in connection with which the Superintendent stated that he understood a weekly rental of \$3.25 per man would be charged; and upon the President's recommendation the Board granted the following additional appropriation:-

|  |                      |
|--|----------------------|
| "78 Queen's Park (U.C. Men's Residence): |                      |
| Operating Expenses                       | - <u>\$8,500.00"</u> |

The Board decided that for record purposes the date of taking over this property by the University would be Friday, September 28, 1945.

Appointment  
of Univer-  
sity Advis-  
ory Commit-  
tee for  
Ex-service  
Students

Upon motion of the President, the Board authorized the appointment of the following University Advisory Committee for Ex-service Students, the terms of reference being also set out:-



UNIVERSITY ADVISORY COMMITTEE FOR EX-SERVICE STUDENTS

Composition:

The President; Colonel W. Line (Chairman); the Secretary of the University Advisory Bureau for Ex-Service Students (Secretary); 23 representatives, one from each of the constituent parts of the University, i.e., Hart House, the Arts colleges, the faculties, the schools, the Institute of Child Study, the Department of University Extension and the Ontario College of Pharmacy; 3 ex-service students, to be appointed by the Committee; the University Registrar.

Terms of Reference:

1. To ensure adequate liaison with the Department of Veterans' Affairs and other appropriate federal and provincial government departments.
2. To assist ex-service students in their general orientation to university life, including adjustment of professional-vocational direction.
3. To assist ex-service students to make their proper contribution to the life of the university.
4. To maintain a proper liaison with the teaching and administrative staffs of all colleges, faculties, schools, etc., and to refer to the appropriate college, faculty, school, etc. problems of ex-service students in order to formulate recommendations regarding the solution of these problems.
5. And generally, to be concerned, in an advisory capacity with the problems of ex-service students.

Also upon motion of the President, the establishment of the University Advisory Bureau for Ex-Service Students was authorized as follows:-

UNIVERSITY ADVISORY BUREAU FOR EX-SERVICE STUDENTS

1. To be composed of persons who have had active service overseas in this war; at least one full-time member will be appointed who will act as Secretary of the Bureau, as well as Secretary of the University Advisory Committee.
2. To be directly responsible to the University Advisory Committee for Ex-Service Students.
3. To be continuously available for individual consultation by any ex-service student, or by the Council of any college, faculty, school, etc., or by any member of the teaching or administrative staffs thereof.
4. To interpret university and government regulations to ex-service students.
5. To refer ex-service students to sources of information from which they can receive assistance in the solution of their problems;
6. To maintain a proper liaison with all colleges, faculties, schools, etc., with the Students' Administrative Council, with the Department of Veterans' Affairs and other bodies, either directly or through the Chairman of the University Advisory Committee for Ex-Service Students.
7. To have available at the office of the Bureau all necessary information regarding university courses and regulations, government regulations, etc.



University  
Advisory  
Bureau for  
ex-service  
Students  
(Cont'd)

8. To refer all matters of registration, administration, discipline, etc. to the appropriate university and college authorities.
9. To refer all matters of personal service (e.g. health, vocational guidance, occupational opportunities, etc.) to appropriate university and college authorities, and to furnish special personal services only where they do not exist elsewhere on the campus.
10. To maintain liaison with university and college societies generally in such a way as to provide the greatest possible integration of ex-service student activities with those of the established student organizations.
11. To report to the University Advisory Committee for Ex-Service Students on all matters of general policy, surveys of enquiries, problems, difficulties, etc.

Registra-  
tion  
statistics  
for 1945-46

The President presented the following statistics in connection with the registration at the University, these figures not including the Ajax Division:-

ESTIMATED REGISTRATION OF FULL-TIME STUDENTS - Sept. 26, 1945

| <u>Faculty, etc.</u>          | <u>Directory<br/>1944-45</u> | <u>Estimate</u> | <u>Ex-<br/>Service</u> |
|-------------------------------|------------------------------|-----------------|------------------------|
| Arts                          | 2,594                        | 4,025           | 695                    |
| Medicine                      | 683                          | 896             | 207                    |
| Applied Science & Engineering | 1,164                        | 1,463           | 628                    |
| Household Science             | 16                           | 24              | -                      |
| Education and Library School  | 169                          | 347             | 119                    |
| Forestry                      | 62                           | 165             | 105                    |
| Music                         | 19                           | 11              | 6                      |
| Graduate Studies              | 411                          | 461             | 182                    |
| Dentistry                     | 238                          | 405             | 234                    |
| Law                           | 47                           | 55              | 21                     |
| Physical and Health Education | 97                           | 206             | 78                     |
| Social Work                   | 54                           | 75              | 21                     |
| Nursing                       | 216                          | 268             | 49                     |
| Hygiene                       | 7                            | 3               | 1                      |
| Chinese Studies               | 6                            | 7               | -                      |
| Child Study                   | 13                           | 21              | 3                      |
| University Extension          | 252                          | 346             | 35                     |
|                               | <u>6,048</u>                 | <u>8,778</u>    | <u>2,384 (#)</u>       |

(#) Subtracting 476 enrolled in the federated Arts Colleges leaves at least 2,000 as the number estimated for University College (219) is obviously much too low.

| <u>Analysis of Faculty of Arts</u> |              |                  |            |
|------------------------------------|--------------|------------------|------------|
| University College                 | 1,013        | 1,589            | 219        |
| Victoria College                   | 936          | 1,315            | 235        |
| Trinity College                    | 355          | 521              | 169        |
| St. Michael's College              | 305          | 460              | 72         |
|                                    | <u>2,609</u> | <u>3,885</u>     | <u>695</u> |
| First Year                         | 1,030        | 1,860            |            |
| Second Year                        | 718          | 1,096            |            |
| Third Year                         | 569          | 730              |            |
| Fourth Year                        | 277          | 339              |            |
|                                    | <u>2,594</u> | <u>4,025 (#)</u> |            |

(#) Actual count of cards in Registrar's Office.



Possible  
necessity  
for addi-  
tional  
appropri-  
ations

The President reviewed the financial situa-  
tion and the possible necessity for additional appropriations due to  
increased registration.

Communications were presented and dealt with  
as follows:-

School of  
Nursing  
Bursary  
Fund to  
be called  
"Watt  
Bursary  
Fund"

From Miss E. K. Russell, Director, School of Nursing, together  
with a letter from Miss Elsie Watt, and approval was given to Miss  
Watt's request that the "School of Nursing Undergraduate Bursary Fund",  
of which Miss Watt is the donor, be changed to the "Watt Bursary Fund".

Financial  
reports  
of Athlet-  
ic Associ-  
ation  
referred  
to Finance  
Committee

From Mr. T. A. Reed, Secretary, Athletic Association, transmit-  
ting the financial report and statement of accounts of the Association  
for the year ended June 30, 1945, together with statement of the Special  
Trust Account for the same year, and these statements were referred to  
the Finance Committee for consideration and report.

Annual  
Report of  
Connaught  
Laborator-  
ies defer-  
red

From Mr. K. E. Allen, Comptroller of the Connaught Laboratories,  
transmitting the Annual Report of the Connaught Laboratories Committee  
for the year ended March 31, 1945, together with the audited financial  
statement of the Laboratories for the same year. These were deferred  
to the next meeting for consideration, to be definitely dealt with at  
that time.

Approval  
of amend-  
ment to  
Gas Gan-  
grene  
Contract

Also from Mr. Allen enclosing an amendment to the contract be-  
tween the Dominion Government and the Connaught Laboratories covering  
further assistance from the Government in connection with the produc-  
tion of gas gangrene antitoxins. This document was approved for sig-  
nature on behalf of the Board.

Expansion  
Fund Com-  
mittee  
requested  
to meet  
prior to  
next Board  
meeting

From Mr. F. K. Morrow expressing a desire to have the Expansion  
Fund discussed, and it was suggested that a request be made of the  
Expansion Fund Committee to meet some time prior to the next Board  
meeting.



Request for  
remission  
of fees re  
Brant County  
Memorial  
Scholarship  
deferred

From Mr. J. C. Webster, Secretary, Scholarship Committee, County of Brant, stating that the Brant Memorial Scholarship for World War I had been awarded to Miss Wilma Clark of Scotland, Ontario, who was now registered at the University, and drawing attention to the remission of fees previously granted by the University in connection with this scholarship. This matter was deferred for consideration.

Presentation  
of findings  
of Ontario  
Municipal  
Board re  
assessment  
appeal on  
415 Yonge  
Street

From the University Solicitor transmitting a copy of the findings of the Ontario Municipal Board in connection with the Assessment Appeal on the Margaret Eaton School, 415 Yonge Street. This was deferred for consideration.

Donations -

Donations were reported as follows and were accepted with thanks and appreciation:-

1. A residuary bequest under the Will of the late Dr. John S. Chisholm of Prince Albert, Saskatchewan, as follows:-

"I will, devise and bequeath the rest and residue of my estate, both real and personal, wheresoever situate, of which I may die possessed or entitled to, or over which I may have power of appointment, unto the Governors of the University of Toronto, of the said City of Toronto, for the use of the Faculty of Medicine of the said University. One-half of the said net income of my estate shall be paid by my trustees to the said Governors of the University of Toronto for the said purpose during the lifetime of my said sister; and upon the death of my said sister the surviving trustees shall pay over to the said Governors for the said purpose the rest and residue of my estate, including any undistributed income thereof.

The income of my estate distributable as above provided during the lifetime of my said sister shall be paid to my said sister and to the said Governors respectively on the first day of June and on the first day of December, annually.

#### Codicil

The bequest to the Board of Governors of the University of Toronto for the use of the Faculty of Medicine of the said University is being made by me as a Memorial to my late father, Dr. Thomas Chisholm, and to my sister, Wilhelmina Alba Jane Collison, and is to be known as the Chisholm Memorial Fund."



Donations  
(cont'd)

2. An undertaking from Eli Lilly & Company of Indianapolis of a further payment of \$20,000.00 a year for three years, thus providing with their previous gift a total sum of \$120,000.00, with the proposal that it be utilized in support of Dr. C. H. Best's work in the construction and financing of the new Institute of Physiology.
3. An offer from Mr. C. S. McInnes as an anonymous donor to establish the "William Goldie Fund for Clinical Research", the fund to be used to provide an annual prize of \$125 with payments up to \$100 annually for travelling expenses, and a sum not exceeding \$500 to be available in any year for some special purpose. 35 shares of Consumers' Gas Company stock were accepted as the gift, and the conditions of award were referred to the Senate for settlement.
4. An offer from Mrs. E. J. Urwick to donate two bursaries of the value of \$350 each in memory of her husband, Professor Urwick, one bursary to be awarded in the first year Social and Philosophical Studies, and one in Sociology. The settlement of the academic details was referred to the Senate.
5. A donation of \$1,000 from Lieut.-Col. H. G. Bean to establish the "George Bean Memorial Scholarship" in the University Schools in memory of his son, on conditions approved by the Minister of Education, viz: to be awarded to a boy entering Grade XIII, the proceeds of the fund to be used for the payment of tuition fees for the Upper School Year on the following terms:
  - (a) Talented and unselfish participation in extra-mural activities.
  - (b) Leadership and character.
  - (c) Scholarship.
  - (d) Pecuniary need of the candidate.
 The Board agreed to the stipulation that this scholarship is not to be tenable by the holder of another scholarship of equal or greater value and shall revert to the next highest eligible candidate; the Committee of Award to consist of the Headmaster, U.T.S., the donor, two members of the staff of U.T.S. nominated by the Headmaster.

National Research Council Grants:

|            |                      |                                      |
|------------|----------------------|--------------------------------------|
| \$1,000.00 | for Project N.M. 13, | Dr. C. H. Best, Physiology           |
| 625.00     | " "                  | N.M. 5, Dr. C. H. Best, Physiology   |
| 174.80     | " "                  | M.P. 15, Dr. A. W. Ham, Anatomy      |
| 100.00     | " "                  | A.M. 28, Dr. Duncan Graham, Medicine |

Miscellaneous Donations:

|                     |   |
|---------------------|---|
| \$1,992.75          | from Department of National Defence, Naval Service, in payment of balance of account due in connection with Naval Aeronautical Engineering Course |
| 1,500.00            | " United Welfare Chest of Toronto towards the Ontario Community Chests Scholarships in the School of Social Work                                  |
| 180.62 (U.S. Funds) | from the Girard Trust Company for credit of the John Macara, Barrister of Goderich, Scholarship Fund  |
| 12.00               | from Dr. J. B. McClinton for credit of the Class of Medicine 1924 War Service Scholarship Fund.   |



Financial  
Statements  
and Account-  
able  
Warrant for  
October

The Bursar presented the Financial State-  
ments and Comparative Revenue and Expenditure Statements for the  
months of July and August; also his Estimate, under By-Law No.20,  
of the amount required to defray Current Expenditure for the month  
of October. Ordered that an Accountable Warrant for Four Hundred  
Thousand Dollars (\$400,000.00) be issued to the Bursar.

List of mem-  
bers of  
staff re-  
turned to  
duty from  
war leave

The Bursar also presented the follow-  
ing list of members of the staff who had returned to duty from  
war service during the period July 1 to September 30, 1945, to-  
gether with the following list of those who were granted leave of  
absence for war service but have resigned and will not be return-  
ing to the University:-

| <u>Name</u>            | <u>Title</u>                  | <u>Depart-<br/>ment</u>         | <u>Date of<br/>Leave</u> | <u>Rank</u>   | <u>Date of<br/>Return</u> |
|------------------------|-------------------------------|---------------------------------|--------------------------|---|---------------------------|
| <u>Administration</u>  |                               |                                 |                          |   |                           |
| Court, G. L.           | Accountant,<br>Trust<br>Funds | Bursar's<br>Office              | Oct.15<br>1940           | Fl.Lt.<br>R.C.A.F.                                      | Aug.22<br>1945            |
| Bonus, W. H.           | Asst. Super-<br>intendent     | Superin-<br>tendent's<br>Office | Nov.11<br>1940           | Colonel,<br>Dir.<br>Trades<br>Training,<br>Ottawa       | July 1                    |
| Shortreed, J.          | Assistant                     | do.                             | Jan.23,<br>1941          | Sqd.<br>Leader,<br>R.C.A.F.                             | Aug. 7                    |
| <u>Faculty of Arts</u> |                               |                                 |                          |   |                           |
| Thompson, H. A.        | Associate<br>Professor        | Archae-<br>ology                | Oct.<br>1942.            | Intelli-<br>gence<br>Service,<br>R.C.N.S.               | Aug. 7                    |
| Langford, G. B.        | Professor                     | Geolog-<br>ical<br>Sciences     | July<br>1944             | Director,<br>Planning<br>& Devel-<br>opment,<br>Ontario | Sept.1                    |
| Moorhouse, W. W.       | Lecturer                      | do.                             | May 17,<br>1943          | Meteor-<br>ological<br>Service                          | July 1                    |
| Robinson, G.deB.       | Associate<br>Professor        | Mathem-<br>atics                | July 1,<br>1943          | National<br>Research<br>Council                         | Aug.15                    |
| Griffith, B.A.         | Assistant<br>Professor        | do.                             | do.                      | do.   | July 1                    |
| Baillie, D. C.         | do.                           | do.                             | May 15,<br>1941          | R.C.N.V.R.  | Aug.1                     |



list of  
members  
of staff  
returned  
to duty  
from war  
leave  
(Cont'd)

| <u>Name</u>                     | <u>Title</u>                | <u>Depart-<br/>ment</u>         | <u>Date of<br/>Leave</u> | <u>Rank</u>  | <u>Date of<br/>Return</u> |
|---------------------------------|-----------------------------|---------------------------------|--------------------------|--|---------------------------|
| <u>Faculty of Arts(Cont'd):</u> |                             |                                 |                          |  |                           |
| Wilhelm, J. O.                  | Associate<br>Professor      | Physics                         | Sept.<br>1942            | Sqd.<br>Leader,<br>R.C.A.F.                                  | <u>1945</u><br>Sept.1     |
| Bott, E. A.                     | Professor                   | Psychol-<br>ogy                 | Oct.31<br>1941           | R.A.F.   | Sept.1                    |
| Line, William                   | Associate<br>Professor      | do.                             | Sept.24<br>1941          | Col.and<br>Director,<br>Personnel<br>Selections,<br>R.C.A.F. | Sept.24                   |
| Ketchum, J. D.                  | do.                         | do.                             | Oct.1<br>1942            | Wartime In-<br>formation<br>Board, Ottawa                    | July 1                    |
| Myers, C. R.                    | do.                         | do.                             | Oct.31<br>1941           | R.A.F.   | July 1                    |
| Fry, F. E. J.                   | Assistant<br>Professor      | Zoology                         | Oct.23<br>1941           | Sqd. Leader<br>R.C.A.F.                                      | Sept.1                    |
| Ide, F. P.                      | do.                         | do.                             | Jan.<br>1943             | Meteorolog-<br>ical Service,<br>Ottawa                       | July 1                    |
| Needler, Miss M.C.              | do.                         | Classics                        | Jan.<br>1943             | R.C.N.S.   | Sept.1                    |
| Rouillard, C. D.                | Associate<br>Professor      | French                          | Aug.<br>1942             | N.R.C.   | July 1                    |
| Boeschenstein, H.               | do.                         | German                          | May<br>1943              | War Prison-<br>ers' Aid,<br>Y.M.C.A.                         | July 1                    |
| <u>Faculty of Medicine:</u>     |                             |                                 |                          |  |                           |
| Smith, C. G.                    | Assistant<br>Professor      | Anatomy                         | Sept.<br>1942            | Surg.Lt.Com-<br>mander<br>R.C.N.S.                           | Aug.23                    |
| Crocker, B. F.                  | Lecturer                    | Bio-Chem-<br>istry              | Sept.<br>1941            | Ft.Lt.<br>R.C.A.F.   | Sept.1                    |
| Greenwood, W. F.                | Fellow                      | Medicine                        | May<br>1941              | Major,<br>R.C.A.M.C.   | Sept.1                    |
| McCrae, H. M.                   | Associate                   | Ophthal-<br>mology              | Feb.<br>1943             | Major,<br>R.C.A.M.C.   | July 1                    |
| Ireland, P. E.                  | Junior<br>Dem'r             | Oto-Laryn-<br>gology            | Sept.<br>1940            | Lt.-Col.<br>R.C.A.M.C.                                       | July 1                    |
| Ferguson, J.K.W.                | Professor                   | Pharmacy &<br>Pharmacol-<br>ogy | Feb.<br>1941             | Wing.Com.<br>Medical<br>Service,<br>R.C.A.F.                 | Aug. 1                    |
| Botterell, E. H.                | Fellow                      | Surgery                         | April<br>1940            | Lt.-Col.<br>Meurolog-<br>ical<br>Hospital                    | July 1                    |
| Farmer, A. W.                   | Junior<br>Dem'r             | Surgery                         | Oct.<br>1942             | Wing Com.<br>Med.Ser.<br>R.C.A.F.                            | July 1                    |
| Kergin, F. G.                   | Fellow                      | Surgery                         | Dec.<br>1939             | Lt.-Col.<br>R.C.A.M.C.                                       | July 1                    |
| Macfarlane, J. A.               | Senior<br>Dem'r             | Surgery                         | Jan.<br>1940             | Brig.,<br>R.C.A.M.C.   | July 1                    |
| McGoey, P. F.                   | Asst.<br>Resident<br>Fellow | Surgery                         | Dec.<br>1941             | Can. Red<br>Cross Hos-<br>pital,<br>Scotland                 | July 1                    |



List of members of staff returned to duty from war leave (Cont'd)

| <u>Name</u>  | <u>Title</u>               | <u>Department</u>               | <u>Date of Leave</u> | <u>Rank</u>                             | <u>Date of Return</u> |
|--|----------------------------|---------------------------------|----------------------|---|-----------------------|
| <u>Faculty of Medicine (Cont'd)</u>                |                            |                                 |                      |   |                       |
| Mitchell, D. R.                                    | Junior Dem'r               | Surgery                         | May 1942             | Surg.Lt. Com'r<br>R.C.N.V.R.            | 1945<br>July 1        |
| Norman, H. R.                                      | do.                        | do.                             | Feb. 1941            | Lt.-Col.<br>R.C.A.M.C.                  | July 1                |
| Welsh, W. K.                                       | do.                        | do.                             | July 1942            | Sur.Com.<br>R.C.N.V.R.                  | July 1                |
| Chute, A. L.                                       | Associate Professor        | Banting & Best Medical Research | July 1940            | Lt.-Col. Med. Res.<br>Can.Army Overseas | Sept.17               |
| <u>Faculty of Applied Science and Engineering:</u> |                            |                                 |                      |   |                       |
| Sagar, W. L.                                       | Associate Professor        | Civil Eng. M. & S.              | Dec. 1940            | Lt.-Col.<br>R.C.A.                      | July 1                |
| <u>Sundry Departments</u>                          |                            |                                 |                      |   |                       |
| Brown, R. P.                                       | Clerk                      | University Extension            | Oct. 1942            | C.M.S.#15 Company<br>R.C.A.M.C.         | Sept.1                |
| Burns, A. Gordon                                   | Manager                    | University Press                | Oct. 1942            | Major, District Examiner                | Aug.16                |
| Macdonald, E. A.                                   | Gen.Sec.-Treas.            | Students' Admin. Council        | Mar. 1942            | Major, D.P. Select                      | Sept.1                |
| Stevens, W. A.                                     | Director & Assoc, Prof.    | Athletics, Men & P.& H.E.       | Nov. 1943            | Ft.-Lt.<br>R.C.A.F.                     | Sept.1                |
| Taylor, B. C.                                      | Inst'r, University Schools | O. C. E.                        | Sept. 1943           | Lt.R.C.A.                               | Aug.15                |
| <u>Royal Ontario Museum</u>                        |                            |                                 |                      |   |                       |
| Maw, Miss B.                                       | Draughtsman                | Archaeology                     | Dec. 1943            | Chief Welfare Off'r<br>Can. Red Cross   | Sept.1                |
| Hughes, H.   | Guard                      | R.O.M.                          | June 1940            | Sapper Royal Can. Engineers             | Aug.1                 |

List of resignations of those granted war leave

List of Resignations of those granted War Leave

| <u>Name</u>               | <u>Title</u>        | <u>Department</u>      | <u>Date of Leave</u> | <u>Rank</u>                                | <u>Date of Resig'n</u><br>1945 |
|---------------------------|---------------------|------------------------|----------------------|--|--------------------------------|
| <u>Sundry Departments</u> |                     |                        |                      |  |                                |
| Burden, H. J.             | Asst. Prof.         | School of Architecture | Oct. 1939            | Wing.Com.<br>R.C.A.F.                      | June 30                        |
| Chant, S. N. F.           | Professor           | Psychology             | Nov. 1941            | R.C.A.F.,<br>Ottawa                        | June 30                        |
| Kemp, H. R.               | do.                 | Political Economy      | Oct. 1939            | Economic Adviser,<br>Wartime P. & T. Board | June 30                        |
| Bertram, Miss F.E.        | Assistant           | Library                | July 1941            | Nat'l Film Bd.<br>Ottawa                   | June 30                        |
| Heighington, Miss E.      | do.                 | do.                    | April 1942           | Can'n Embassy,<br>Washington               | Aug.31                         |
| Staples, W.               | Technical Assistant | School of Hygiene      | Oct. 1939            | No.2 Field Hygiene Unit                    | Aug.18                         |



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ar leave

List of Resignations of those granted War Leave (Cont'd)

| <u>Name</u>          | <u>Title</u>                      | <u>Depart-<br/>ment</u> | <u>Date of<br/>Leave</u> | <u>Rank</u>          | <u>Date of<br/>Resig-<br/>nation</u> |
|----------------------|-----------------------------------|-------------------------|--------------------------|----------------------|--------------------------------------|
| Faculty of Medicine: |                                   |                         |                          |                      |                                      |
| Crouch, A. D.        | Asst.<br>Animal<br>Care-<br>taker | Physiol-<br>ogy         | May<br>1940              | Corporal<br>R.C.A.F. | 1945<br>July 31                      |
| Robinson, G. L.      | Animal<br>Care-<br>taker          | Physiol-<br>ogy         | May<br>1940              | do.                  | July 31                              |
| Serjeant, T. R.      | Junior<br>Dem'r                   | Surgery                 | Dec.<br>1939             | R.C.A.M.C.           | Aug. 23                              |
| Scattergood, G.      | Lab'y<br>Asst.                    | Physiol-<br>ogy         | Oct.<br>1939             | Capt.,<br>R.C.A.M.C. | July 31                              |

Total number of staff granted leave of absence during the war

|  |       |       |           |           |            |
|--|-------|-------|-----------|-----------|------------|
|  |       | Men   | -         | 231       |            |
|  |       | Women | -         | <u>24</u> | 255        |
| Returned to resume duties  | - Men | -     | 71        |           |            |
|  | Women | -     | <u>3</u>  | 74        |            |
| Resigned   | - Men | -     | <u>10</u> |           |            |
|  | Women | -     | <u>3</u>  | 13        |            |
| Died on Active Service   | - Men |       | 2         |           |            |
| Retired on Pension   | - Men |       | <u>1</u>  | <u>90</u> | <u>165</u> |
| Total number remaining on leave of absence, September 27, 1945 - |       |       |           |           |            |
|  |       | Men   | -         | 147       |            |
|  |       | Women | -         | <u>18</u> | <u>165</u> |

roxy for  
nnual  
eeting  
f Canada  
ackers

The Bursar reported the completion of a form of Proxy for the Annual Meeting of Canada Packers Limited on Wednesday, September 26, 1945.

pproval  
f report  
rom Com-  
ittee on  
mployees'  
ensions

The following report from the Committee on Employees' Pensions was approved:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

The undersigned, acting as a Committee upon the Pension Scheme for the Administrative and Clerical Staff, beg to report as follows:-

1. Miss Jean C. Laing - Librarian and Instructor in the School of Architecture.

Miss Laing, who has been suffering from Arthritis for some time, was examined by the University doctor after a request had been received from Professor H. H. Madill, Head of the School of Architecture, that consideration be given to the possibility of her being placed on pension due to physucal disability. Dr. Loughheed reports that Miss Laing is totally disabled for further service as an Instruc- tor. She was 63 years of age in February, 1945, and has been in the employ of the University for over 38 years.

Your Committee recommends that Miss Laing be retired on pension as from October 1, 1945, at the rate of \$79.17 per month.



Report of  
Committee  
on Employ-  
ees' Pen-  
sions  
(Cont'd)

2. Miss May H. Skinner - Assistant in the University Library  
Mr. W. S. Wallace, the University Librarian, has reported that Miss Skinner is suffering from the disability of defective vision, and is able to carry on her work in the Library only with the greatest difficulty. At his request a medical examination was arranged for Miss Skinner by the University doctor, who reports that in his opinion she is unfit for further service as a Library Assistant. She was 69 years of age in July, 1945.

Your Committee recommends that Miss Skinner be retired on pension at a date to be arranged with the Librarian, at the rate of \$51.11 per month.

Respectfully submitted,

(Sgd) M. A. Mackenzie  
A. D. LePan  
C. E. Higginbottom

September 25th, 1945."

Approval  
of report  
from the  
Ajax  
Committee

The following report from the Ajax Committee was approved:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Monday, September 24, 1945, at 4:30 p.m., at which the following members were present, together with the others listed who had been invited to attend:-

The President (in the Chair)  
Mr. C. F. W. Burns  
Dean C. R. Young  
Superintendent A. D. LePan  
Asst. Supt. W. H. Bonus  
Mr. J. R. Gilley  
The Bursar, Mr. Higginbottom,  
Secretary

Mr. K. B. Palmer, of  
Borden, Elliot, Sankey  
and Kelley

Mr. G. L. Court,  
Bursar's Office

Mr. Palmer explained that the documents, including the agreement with the Dominion Government, were in process of preparation, and it was understood that the lease of the Ajax property, dated September 15, 1945, would provide for the University taking over the property at November 1, 1945; the Session at Ajax to commence on Monday, January 14th, 1946, and continue until about the middle of August, 1946.

Consideration was given to the necessity for accommodation and equipment as follows:-

1. Lecture Room and Laboratories:

Your Committee approved of the following proposals:-



Report  
from the  
Joint  
Committee  
(Cont'd)

Desired Priority in Clearing and Refitting  
Buildings for Classroom Purposes

1. Lecture Rooms

| Plan Building No.   | Use of Building by D.I.L. | No. of Lecture rooms possible | No. of Students per lecture room | Total Capacity |
|---------------------|---------------------------|-------------------------------|----------------------------------|----------------|
| 314<br>(East side)  | Cartridge Case Filling    | 6                             | 125                              | 750            |
| 313-B<br>(2 floors) | Women's Change House      | 7                             | 125                              | 875            |
| 308<br>(N. End)     | Boostering and Paint Shop | 2                             | 125                              | 250            |
| 705                 | Commissary                | 2                             | 130                              | 260            |
| 706                 | Warehouse                 | 2                             | 140                              | 280            |
| 302                 | Receiving Building        | 7                             | 125                              | 875            |
| Total -             |                           | 26                            |                                  |                |

NOTE: These will not all be used at once, but are necessary for Time-Table flexibility.

II. Laboratories and Draughting Rooms.

| Plan Building No.     | Use of Building by D.I.L. | Desired Use         | Floor Area, Sq. Ft. |
|-----------------------|---------------------------|---------------------|---------------------|
| 318                   | Cordite Cutting           | Chemical Laboratory | 4,080               |
| 316                   | Cordite Typing            | Chemical Laboratory | 11,200              |
| 310                   | Assembly                  | Draughting Room     | 16,700              |
| 313-A<br>(South part) | Men's Change House        | Surveying           | 7,250               |
| 308<br>(South part)   | Boostering and Paint Shop | Draughting Room     | 4,700               |

2. Housing:

- (a) Registered ex-service married students with children to be given preference in connection with wartime housing.
- (b) Staff houses are ready for occupation.
- (c) Men's Residences unfurnished.
- (d) Equipment for three residences, Women's Section, to be completed.

3. Painting of Buildings:

The Superintendent suggested that he might have Mr. James Murray prepare some plans in connection with this matter.

4. Office Building:

The whole or a portion of this building to be taken over as soon as possible, pending release by Defence Industries Limited.

5. Gate House:

Work to be undertaken immediately in order to prepare the Gate House for occupation as a student building, possibly in six weeks' time.

6. Staff:

Arrangements have been made for the taking over of certain members of the staff of D.I.L. by the University.

7. Transportation:

The question of transportation was discussed, and arrangements are to be considered for making provision in this connection.



Report  
from the  
Ajax  
Committee  
(Cont'd)

8. Banking:  
Arrangements have been made by the Bursar with the Canadian Bank of Commerce for the operation of its Branch at Ajax.
9. Cafeteria:  
It is necessary to replace a considerable amount of worn-out cooking equipment.
10. Auditorium:  
Provision is being made for allocation of the Auditorium for meetings, theatrical and social, and also for certain lectures.
11. Laundry:  
Necessity for replacing worn-out laundry equipment, or making arrangements with local laundries.
12. Athletics:  
Provision for athletic facilities to be arranged.

Under present arrangements it is proposed that all second year students, including those from the First Year at Ajax Division and the First Year at the University, will receive their second year instruction in 1946-47 at Ajax.

Your Committee recommends that members of the staff driving the 25 miles to Ajax, and using their own cars, be allowed a mileage rate of eight cents for their trips, which is the prevailing allowance by the Ontario Government.

The President informed the Committee that he had received a request from the Ontario Minister of Agriculture, the Hon. T. L. Kennedy, for accommodation for an overflow of students at the Ontario Agricultural College, possibly 500 students, of whom approximately 450 would require board and lodging, to be provided for at Ajax during the Winter months of 1946, from January to April, together with the necessary staff. Your Committee recommends to the Board that this request be granted and approval given, subject to satisfactory arrangements being made, including the financial conditions. A further extension into the Session of 1946-47 would not be possible in view of the demands for accommodation at the Ajax Division by the Faculty of Applied Science and Engineering for both First and Second Years during that Session.

The Chairman of the Board, Colonel Phillips, had requested the University Auditors, Messrs. Clarkson, Gordon, Dilworth and Nash, to submit suggestions regarding the accounting system, administration, etc., to be set up at Ajax, and had suggested that when the Auditors' report in this connection had been completed the Bursar arrange for a meeting of the following to consider the same:-

The President  
Dean Young  
The Superintendent  
The Bursar

For this purpose a meeting was held in the President's Office on Monday, September 24, at 3:30 p.m., immediately preceding the above meeting of the Ajax Committee, and in addition to the persons named above the following were in attendance:-

Asst. Superintendent W. H. Bonus  
Mr. J. R. Gilley  
Mr. G. L. Court  
Mr. J. R. M. Wilson, Auditor

At this meeting Mr. Wilson, of Messrs. Clarkson, Gordon, Dilworth and Nash, presented a memorandum containing tentative suggestions as to the manner in which the accounts of the Ajax Division might be handled, and this memorandum is herewith recommended to the Board for approval.

All of which is respectfully submitted.

(Sgd) Sidney Smith,  
Acting Chairman  
(Sgd) C. E. Higginbottom  
Secretary.

September 24, 1945."



Memorandum re  
Accounting System  
for Ajax Division

## Memorandum re Accounting System - Ajax Division

In this memorandum various tentative suggestions as to the manner in which the accounts of the Ajax Division might be handled are set out. The accounting system required will depend on the administrative organization of the Ajax Division and it is probable that when the proposed set-up is known it will be necessary to amend some of these suggestions.

### Requirements

The accounting system must meet the requirements of -

- (1) The Dominion Government - The Dominion Government will have to be satisfied that subsidies and fees paid out of rehabilitation grants are properly accounted for. This problem is no different from that which will have to be met in the main accounts of the University. The Dominion Government may likewise have to be satisfied as to the buildings and equipment taken over from Defence Industries Limited which must be returned. As, however, the properties are only being leased by the University, it would not be necessary to reflect the buildings and equipment taken over in the accounts. Instead, an inventory should be taken or plans filed and this will presumably be done by the Superintendent.
- (2) The Ontario Government - It is understood that the Ontario Government has agreed to meet the deficit on the Ajax operations. This makes it imperative that the accounts show clearly the net cost of the Ajax operation after including all expenses properly applicable to that operation and after having given credit for all fees and other revenues obtained. The immediate problem is to obtain a total net cost of the Ajax operation and to obtain it promptly so that time will not be wasted in arriving at a settlement. Later the government will no doubt be interested in details of the cost in order to determine that it is not excessive.
- (3) The Governors - The Governors will be interested in obtaining regular statements showing how much the cost of the Ajax operation is and to what extent this is being met out of fees and subsidies. The accounting system must also provide a basis for establishing detailed estimates after the division is properly established.

### Administration

Having regard to the requirements set out above, it is recommended that the accounting operations of the Ajax Division be entirely separated from those of the main campus and that separate bank accounts and separate books of account be kept in the office at Ajax. The Ajax accounting operations should be administered by an accountant or deputy Bursar responsible to the Bursar, and working closely with the director at Ajax and the Superintendent's deputy. The Ajax accountant should be a man of considerable ability - preferably a returned man who is a University graduate and with considerable accounting experience, possibly a Chartered Accountant. It would, of course, be desirable, if the right man is available, to promote some one from the Bursar's Office to the position as he would have the advantage of being familiar with the working of the University.

Accountant's Duties - We think that the Ajax accountant should be appointed immediately and, if promoted from the staff, freed from all other duties at once. The  $3\frac{1}{2}$  months which remain before the Ajax Division opens will be little enough time in which to organize the work so that the accounting and collection of fees will run smoothly. The work should be commenced immediately in Toronto and the accountant would move out to Ajax as soon as proper office accommodation was available there. His immediate duties would include:



Memoran-  
dum re  
Account-  
ing  
System  
for Ajax  
Division  
(Cont'd)

- (1) Planning the basis of operations including the account-  
ing system and the office routine.
- (2) Engaging and training the necessary staff.
- (3) Obtaining the necessary equipment and forms for this  
work.

- (4) Handling the current transactions on Ajax account.

He should report regularly to Mr. Higginbottom who would give him the benefit of his advice and see that he was carrying out the duties which were expected of him. We shall be glad to discuss with him from time to time the problems which will arise and give him what help and assistance we can.

After the Ajax Division opens the accountant will be responsible for -

- (1) Collections and billings.
- (2) Payment of wages and accounts (subject to the usual safeguards.
- (3) Office management.
- (4) Preparation of necessary accounts and statements including monthly statements of expenditures and revenues to be submitted to the President, the Director of the Ajax Division, the Bursar, the Chairman of the Board of Governors, and the Chairman of the Finance Committee.

#### Accounts

It is recommended that the Ajax Division be operated on a revenue and expenditure basis, i.e. when an account is received the liability should be set up and at the end of each month provision should be made for accrued liabilities and prepaid expenses. This differs from the system followed at the University but only in this way does it seem possible to obtain an effective control of operations and at the same time close the books promptly at the end of each month. The Bursar's office at present operates on a cash basis and in order to reflect in the accounts the items applicable to the proper fiscal year it is necessary to hold the books open for a considerable period after the end of the year. In order to change over to a revenue and expenditure basis it will be necessary to obtain the approval of the Ontario Government and it is suggested that this should be discussed with the Chairman of the Board of Governors as soon as possible.

So far as the fiscal year 1945-46 is concerned, there does not seem to be any advantage in trying to use detailed estimates as, until the nature and extent of operations are better known, any such estimates could be nothing better than a guess. Later it will no doubt be desirable to prepare detailed estimates at the beginning of each year, but the question as to whether these should be incorporated in the accounts may be left until that time. By eliminating them from the accounts at present it will be possible to simplify the accounting records considerably.

It is also recommended that the number of accounts to be kept should be reduced to a minimum and with this in mind the following is suggested:

#### Capital Accounts

##### Capital Expenditures

- (1) Construction and alterations - Only one general ledger account need be kept for the time being but invoices, time sheets, etc. should show separately the building concerned. In this way it will be possible to build up a subsidiary ledger analyzing the cost of buildings. The only prerequisite in this connection is to make sure that all buildings are named at once and that the names are clearly understood by all.



Memorandum re  
Accounting  
System  
for Ajax  
Division  
(cont'd)

- (2) Equipment Accounts - Again one general ledger account can be kept but on each invoice, time sheet, etc. there should be noted the department concerned (for example mechanical engineering, accounting office, etc.)

Current Expenditures

For each academic department (that is, mechanical engineering, electrical engineering, mathematics, etc.)

Salaries  
Apparatus and supplies  
Miscellaneous

For each service department and organization (accounting office, Superintendent's Office, power plant, heating plant, athletics, etc.)

Salaries and wages  
Supplies  
Fees and miscellaneous revenues - credit

Revenues

Fees - academic  
Subsidies

The preparation of a detailed schedule of these accounts should be one of the first functions of the Accountant or Deputy Bursar. The actual list of accounts cannot be completed until the particulars of the operations are known, etc. The Accountant should, therefore, spend considerable time in reviewing the various activities with the Director of the Division and the Superintendent.

Presentation of  
correspondence  
by the  
Chairman  
of report  
requested  
from the  
Auditors

The Chairman presented certain correspondence relating to the report which he had requested Colonel Gordon, of Messrs. Clarkson, Gordon, Dilworth and Nash, to make, copies of which were circulated among the various members and approved.

Welcome  
extended  
to the  
Rt. Hon.  
Vincent  
Massey

A cordial welcome was extended to the Rt. Hon. Vincent Massey who attended the meeting during a visit to the City, Mr. Massey being on leave of absence from his post as Canada's High Commissioner to Great Britain.

Collection  
of mediaeval  
objects  
of Art pre-  
sented to  
Hart House  
by Lord Lee

Mr. Massey stated that Lord Lee of Fareham had presented to Hart House a magnificent collection of mediaeval objects of art such as chalices, etc. These were already in Toronto in safe storage. They will be placed in part of the Common Room lately used as the Regimental Headquarters of Battalion II of the University C.O.T.C. This collection Lord Lee wishes to be open to the public at specified times. The hope was expressed that this collection might be in place some time next year and that Lord Lee



might be present on the occasion of its formal opening. The Board recorded its gratitude to Lord Lee for this unique gift and to Mr. Massey for his manifold services in connection therewith.

Date of next meeting of Finance Committee and possibility of Special Board Meeting left with the Chairman

The question of the date of the next meeting of the Finance Committee and the possibility of a Special Meeting of the Board being held next week was left with the Chairman.

The meeting adjourned at 6:30 p. m.

*Indulged  
M.B.*

Minutes confirmed.

*October 11<sup>th</sup> 1945*

*Loz Phelan*  
Chairman.

*St. Higgins*  
Secretary.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, October 11th, 1945, at 4 p. m.

Present -

|                                 |                   |
|---------------------------------|-------------------|
| The Chairman (Colonel Phillips) | Hon. Dr. McCarthy |
| The Vice-Chairman (Mr. Borden)  | Mr. Burns         |
| The Chancellor                  | Dr. Neilly        |
| The President                   | Mr. LaBine        |
| Dr. Gibson                      | Mr. Morrow        |
| Dr. Macdonald                   | Mr. Ross          |
| Hon. Dr. Ferguson               | Mr. Bryce         |
| Mr. McCullagh                   |                   |

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Gordon  
Mr. Vaughan  
Mr. Rogers

The minutes of the last meeting were read and

Upon motion of Mr. LaBine,  
Seconded by Mr. Borden,

were confirmed.

The minutes of the Executive Committee meeting held at the York Club on Tuesday, October 9th, were presented.

Arising out of the minutes the following matters were dealt with:-

There was presented the Annual Report of the Connaught Laboratories Committee for the year ended 31 March, 1945, and the audited financial statements together with the Auditor's Report thereon for

Minutes  
of Execu-  
tive Com-  
mittee  
presented

Connaught  
Laborator-  
ies Annual  
Report  
approved



Connaught  
Laborator-  
ies Annual  
Report  
(Cont'd)

the same year, and

Upon motion of Dr. Neilly,  
Seconded by Mr. Morrow,

the Annual Report was approved, ratified and confirmed. The mem-  
bers present were requested to take with them a copy of the report  
prepared by Dr. R. D. Defries, Director of the Laboratories, which  
was referred to in the Annual Report, and -

Appreciation  
extended to  
Committee and  
Staff of the  
Laboratories;  
also to Dr.  
Neilly and  
Dr. Defries  
personally

It was moved by Dr. Macdonald,  
Seconded by Mr. Ross,  
And Resolved -

That the appreciation of the Board be  
extended to the Committee and the Staff of the Connaught  
Laboratories on the remarkable achievements in the varied  
forms of work undertaken, as revealed in the very inter-  
esting reports submitted, and to Dr. Neilly and Dr. Defries  
personally for their interest and continued efforts.

Toronto  
Conservatory  
of Music  
matters

The following matters were referred to the new Administra-  
tive Committee in connection with the Toronto Conservatory of Music  
when the same has been finally constituted:-

1. Estimates of the Conservatory for 1945-46.
2. Draft Act.

Notice of  
Appeal served  
by the City  
against  
decision re-  
garding  
Assessment  
of 415 Yonge  
Street

The Bursar presented a letter from the University Solicitor  
advising that they had been served with Notice of Appeal on behalf  
of the City from the decision of the Ontario Municipal Board in  
connection with the Assessment Appeal on the Margaret Eaton School,  
415 Yonge Street, and stating that he would send a later advice as  
to the outcome. The Bursar explained that the case originated by  
the City assessing this property, and that when the University and  
the T. Eaton Company Limited had appealed against the assessment  
the presiding Judge allowed the appeal in part.

Report on  
University  
Expansion  
Fund

A letter was presented from Mr. J. C. Hodge, Honorary Sec-  
retary of the University of Toronto Expansion Fund Committee,  
transmitting the following figures:-

|                        |                      |
|------------------------|----------------------|
| Promises and prospects | - \$2,923,475        |
| Cash receipts to date  | - 218,724            |
| Total                  | - <u>\$3,142,199</u> |



Letter of  
thanks  
from Mrs.  
Moure

There was also presented a letter of thanks from Mrs. Moure  
for the resolution of sympathy in the death of her husband, the late  
Dr. F. A. Moure, former Bursar of the University.

Recommendations by  
President

Recommendations of the President were approved  
as follows:-

Appointments:

Faculty of Arts:

J. F. Heard

- Assistant Professor of Astronomy  
from Oct. 1, 1945 \$2,600 a year

Geography:

N. B. McElheran

) \$260

Miss G. Lustig

) Assistants (part time) 80

D. Q. Innis

) 1945-46 80

R. L. Gentilcore

) 80

L. G. Reeds

- Special Lecturer, 1945-46 \$2,000

History:

C. Lingard

) 500

G. B. Ladner

) Instructors (part time) 500

N. Beattie

) 1945-46 300

K. W. McNaught

) 300

Miss M. Evans

- Reader, 1945-46 100

D. Dryer

- Special Lecturer, Philosophy,  
1945-46 \$2,800

Physics:

Associate Professors:

J. M. Anderson

- from Oct. 1, 1945 \$3,500 a year

J. Convey

- " Jan. 1, 1946 (or later  
when he reports for duty) 4,000 " "

R. W. McKay

- from Dec. 1, 1945 (or later  
when he reports for duty) 3,500 " "

Political Economy:

C. B. Sutton

) \$250

P. W. Fox

) Assistants, 1945-46 250

S. Goldberg

) 250

D. Goldberg

) 250

Miss A. Stewart

- Secretarial Assistant, Oct. 1,  
1945, to May 31, 1946 640

W. Line

- Professor of Psychology from  
Sept. 24, 1945 \$4,500 a year

F. Knapp

- Assistant in Zoology, Oct. 1,  
1945, to Mar. 31, 1946 \$100 a month

Increase in Salary:

Dr. E. S. Ryerson

- as Professor of Health Education in the  
School of Physical and Health Education,  
from \$750 to \$1,650 a year, from July  
1, 1945.

Increase  
in salary  
for Dr. E.  
S. Ryerson



Additional  
al appro-  
priations  
1945-46

Additional appropriations for 1945-46:

|  |          |
|--|----------|
| <u>Faculty of Arts:</u>  |          |
| <u>Anthropology:</u>   |          |
| "Salaries"   | - \$ 500 |
| <u>Astronomy:</u>  |          |
| "Salary of J. F. Heard, Assistant Professor,"<br>recently returned from active service | - 2,600  |
| <u>Chemistry:</u>  |          |
| "Salaries"   | - 2,575  |
| "Chemicals, Glassware, etc."   | - 5,547  |
| <u>Geography:</u>  |          |
| "Salaries"   | - 2,500  |
| "Supplies and Apparatus"   | - 300    |
| <u>History:</u>  |          |
| "Salaries"   | - 1,700  |
| <u>Philosophy:</u>   |          |
| "Salaries"   | - 3,200  |
| <u>Physics:</u>  |          |
| "Salaries"   | - 7,500  |
| <u>Political Economy:</u>  |          |
| "Salaries"   | - 1,640  |
| "Office and Classroom Supplies, etc."  | - 200    |
| <u>Psychology:</u>   |          |
| "Salary of Professor W. Line", returned from<br>active service                         | - 4,500  |
| <u>Zoology:</u>  |          |
| "Salary of F. Knapp", Assistant for Medical<br>Students                                | - 600    |
| <u>Faculty of Medicine:</u>  |          |
| "Salaries" resulting from revised budget   | - 10,000 |
| <u>Faculty of Forestry:</u>  |          |
| "Salaries"   | - 4,000  |
| <u>School of Law:</u>  |          |
| "Salaries"   | - 200    |
| "Office and Classroom Supplies"  | - 300    |
| (#) <u>School of Physical and Health Education:</u>                                    |          |
| "Administration: General Expenses, etc."   | - 600    |
| <u>University Advisory Bureau:</u>   |          |
| "Director and Counsellors"   | - 3,500  |
| "Supplies, etc."   | - 700    |

Increase in  
salary of  
Mr. E. G.  
Moogk, Su-  
perintend-  
ent's  
Office

In connection with the question of salary to be paid to Mr. E. G. Moogk, Assistant in the Superintendent's Office, who returned from active service on October 1, 1945, which had been referred to the Property Committee by the Executive Committee, the Board approved of an increase in Mr. Moogk's salary from \$2,800 to \$3,800 per annum.

Registra-  
tion  
Statistics  
1945-46

The President presented the follow-  
ing additional statistics regarding the registration for 1945-46:-

- (#) The following adjustment was subsequently made to correct this error, due to the misleading wording of the request:-  
"Maintenance": Charge: "Administration General Expenses"  
Credit: "Physical Education - Men" - \$600.



Registra-  
tion  
Statistics  
1945-46  
(Cont'd)

Estimated Registration of Full-time Students  
October 11, 1945

| <u>Faculty, etc.</u>            | <u>Directory<br/>1944-45</u> | <u>Estimate</u> | <u>Ex-Service</u> |
|---------------------------------|------------------------------|-----------------|-------------------|
| Arts                            | 2,594                        | 4,365           | 1,198             |
| Medicine                        | 683                          | 906             | 219               |
| Applied Science and Engineering | 1,164                        | 1,626           | 925               |
| Household Science               | 16                           | 6               | -                 |
| Education and Library School    | 169                          | 316             | 110               |
| Forestry                        | 62                           | 182             | 126               |
| Music                           | 19                           | 24              | 9                 |
| Graduate Studies                | 411                          | 718             | 231               |
| Dentistry                       | 238                          | 392             | 165               |
| Law                             | 47                           | 55              | 21                |
| Physical and Health Education   | 97                           | 233             | 95                |
| Social Work                     | 54                           | 69              | 22                |
| Nursing                         | 216                          | 266             | 54                |
| Hygiene                         | 7                            | 4               | 2                 |
| Chinese Studies                 | 6                            | 9               | 2                 |
| Child Study                     | 13                           | 20              | 3                 |
| University Extension            | <u>252</u>                   | <u>346</u>      | <u>37</u>         |
|                                 | <u>6,048</u>                 | <u>9,537</u>    | <u>3,219</u>      |

Analysis of Faculty of Arts

|                       |              |              |              |
|-----------------------|--------------|--------------|--------------|
| University College    | 1,013        | 1,807        | 539          |
| Victoria College      | 936          | 1,565        | 416          |
| Trinity College       | 355          | 490          | 145          |
| St. Michael's College | <u>305</u>   | <u>503</u>   | <u>98</u>    |
|                       | <u>2,609</u> | <u>4,365</u> | <u>1,198</u> |

Recommen-  
dations  
of the  
Executive  
Committee

Recommendations of the Executive Committee were

dealt with as follows:-

(a) The following appropriation was granted for 1945-46:-

Administration:

Bursar's Office:

"Board of Governors - Sundry Expenses" - \$1,500

Appropria-  
tion for  
Board of  
Governors  
Expenses

(b) In connection with the Committee's recommendation for the ap-  
pointment of the Administrative Committees for 1945-46 the follow-  
ing statement was made by the Chairman of the Board:-

Administra-  
tive  
Committees  
1945-46

"The Board of Governors is faced this year with a greatly  
increased task and it is important to consider promptly the strik-  
ing of the new committees.

We are committed to a committee form of organization and  
this in itself presents special problems. I am sure that under  
the best of circumstances committees are inherently poor executive  
instruments. I believe further that they have little or no chance  
of success unless they be provided at the outset with explicit in-  
structions setting forth their responsibilities and authority.



Administra-  
tive Com-  
mittees  
(Cont'd)

I am satisfied that the By-Laws defining their previous responsibilities are inadequate to our present task and consequently I propose to the Board that the following series of instructions be adopted as the definition of the responsibilities of the respective Committees.

Personally, I am convinced that responsibility can be only delegated effectively to an individual such as the Chairman of a Committee. This step would represent such a break from past practice that I am not proposing to do otherwise than direct the instruction to the Committee as a whole. Nevertheless, as I envisage our work this coming year, it would be idle to pretend that responsibility much greater than hitherto falls upon the individual Chairman. I feel strongly that the Board is entitled to regular reports in a more or less formal way, and that such reports should embody the collective judgment of the Committee as a whole.

This effort to set out the responsibilities of Committees is necessarily imperfect and we will all understand that substantial revisions may well recommend themselves. However, in my view the Committees themselves, when they begin to grapple with their task, are the obvious source of such recommendations for altered instructions. It is therefore proposed that we adopt these instructions as they stand and deal from time to time with recommendations for necessary changes as they arise.

As regards the naming of Governors to these Committees, I believe that it is no part of the Chairman's duty to appoint individuals to Committees. That is the function of the Board. I realize, however, that if no one makes any suggestions we are likely to have difficulty in completing the Committees at this meeting. I therefore venture merely as a nomination to suggest names as appearing on the memorandum sheets now before each Governor. Under By-Law 43 we have uniform procedure and considerable flexibility as to numbers and composition of the Committees. I suggest that we should not hesitate to change the composition of Committees frequently as necessity arises, indeed, that we should be very flexible in this matter.

I regret the fact that a few Governors again this year may have to carry the burden of Committee work. This is a matter in the hands of the Governors individually and the Board as a whole, but I point out it is useless to appoint to Committees members who obviously will not attend meetings."

Resolutions  
re appoint-  
ment and  
terms of  
reference  
of Adminis-  
trative  
Committees

The Chairman then presented resolutions covering the appointment of members and duties in connection with the following Administrative Committees for 1945-46:-

Resolution re Appointment of Finance Committee:

Resolved that the Finance Committee be appointed under the terms of By-Law Number 43, to be constituted as follows:

|                           |                    |
|---------------------------|--------------------|
| The Chancellor            | Mr. G. H. Ross     |
| The President             | Mr. Walter Gordon  |
| The Chairman of the Board | Mr. J. S. Duncan   |
|                           | Mr. Charles Burns  |
|                           | Mr. Gilbert LaBine |
|                           | Hon. Dr. Ferguson  |
|                           | Mr. Morrow         |

and that the appointment of Mr. Ross as Chairman and Mr. Walter Gordon as Vice-Chairman be confirmed;



Administra-  
tive Com-  
mittees  
(Cont'd)

and that the following instructions be directed to the Committee:  
The Finance Committee is directly responsible to the Board of Governors for:

1. The supervision of the preparation and submission to the Board of the Annual Estimates of the funds required for the operation of the University during the ensuing period.
2. The general supervision and control of the expenditures under the authorized Estimates, and the submission to the Board from time to time of statements showing the trend of expenditures in relation to the Estimates.
3. The submission to the Board of statements showing the current operating position of the University.
4. The examination on reference from the Board of the financial statements which are required to be submitted by those bodies authorized to spend University funds, and reporting to the Board such recommendations as may arise from such examination, together with the general supervision of the conduct of the financial affairs of such bodies.
5. The elaboration of policy in connection with salary and wage structure throughout the University, and general supervision of such policy as is approved by the Board in this connection.
6. The recommendation of policy to be adopted in connection with, and the general supervision of any Benefit, Pension and Insurance policy affecting the members of the staff.
7. The preparation at the close of each financial year and submission to the Board of a full statement of the finances of the Board for the past year, and also the Annual Report referred to in Sub-section 2 of Section 38 of the University Act (R.S.O. 1937, c. 372).
8. The elaboration of long and short term policy in connection with any phase of the University's financial activities.
9. The general supervision of all University investments, the critical examination and safe custody thereof, and the submission of a report at least once a quarter defining the status of such investments, together with any recommendations for changes therein or additions thereto.

Resolution re Appointment of Property Committee:

Resolved that the Property Committee be appointed under the terms of By-Law Number 43, to be constituted as follows:

|                           |                   |
|---------------------------|-------------------|
| The Chancellor            | Mr. O. D. Vaughan |
| The President             | Dr. Herbert Bruce |
| The Chairman of the Board | Mr. Henry Borden  |
|                           | Mr. Charles Burns |
|                           | Dr. J. J. Gibson  |

and that the appointment of Mr. O. D. Vaughan as Chairman be confirmed;  
and that the following instructions be directed to the Committee:  
The Property Committee is directly responsible to the Board of Governors for:

1. The elaboration of long and short term policy in regard to all questions relating to the property (exclusive of investments) of the University, including the purchase, sale and leasing of land and grounds, the erection, maintenance, repairs, furnishings, extension, improvement, heating, lighting and servicing of buildings, and the management of grounds.
2. The supervision and control of the application of such policy as may from time to time be approved by the Board in respect to the items set forth in Clause 1.
3. The elaboration of policy with respect to insurance against fire and other insurable risks, and the general supervision and control of fire protection and insurance of all kinds.
4. The elaboration of policy in connection with the proposed expansion of University buildings.

The Property Committee shall have no jurisdiction as regards "Ajax Division".



Adminis-  
trative  
Committees  
(Cont'd)

Resolution re Appointment of Hart House Committee

Resolved that the Hart House Committee be appointed under the terms of By-Law Number 43, to be constituted as follows:

|                           |                    |
|---------------------------|--------------------|
| The Chancellor            | Mr. Robert Bryce   |
| The President             | Mr. Henry Borden   |
| The Chairman of the Board | Mr. Charles Burns  |
|                           | Mr. J. S. Duncan   |
|                           | Hon. Dr. Ferguson. |

and that the appointment of Mr. Robert Bryce as Chairman be confirmed; and that the following instructions be directed to the Committee:

The Hart House Committee is directly responsible to the Board of Governors for:

1. The administrative and financial control of Hart House and the regulation of the use thereof, within the limits of the authority of the Board of Governors in this respect.
2. The submission to the Board of such recommendations as may appear necessary from time to time within the limits of the authority vested in the Board of Governors.

Resolution re Appointment of Conservatory of Music Committee

Resolved that the Conservatory of Music Committee be appointed under the terms of By-Law Number 43, to be constituted as follows:

|                           |                       |
|---------------------------|-----------------------|
| The Chancellor            | Mr. Edward Johnson    |
| The President             | Mr. J. S. Duncan      |
| The Chairman of the Board | Mr. W. C. James       |
|                           | Mr. H. H. Bishop      |
|                           | Mr. Floyd S. Chalmers |
|                           | Mr. Eason Humphreys   |

and that the following instructions be directed to the Committee:

The Conservatory of Music Committee is directly responsible to the Board of Governors for:

1. The administration, financial control and the direction of academic policy of the Conservatory.
2. The preparation and submission to the Board of Governors from time to time as may be directed or as may be deemed necessary of estimates of financial requirements for the effective operation of the Conservatory, and the submission to the Board from time to time of statements showing the trend of expenditures in relation to the current estimates.
3. The Committee may delegate any of the responsibilities and authorities vested in it by the Board of Governors as may from time to time be necessary to the properly authorized officers of the Conservatory, but nothing shall in any way relieve the Committee of its own and direct responsibility to the Board of Governors.
4. For the purpose of this instruction the objects of the Conservatory are considered to be as follows:

"The purposes of the Conservatory shall be to promote the cultivation of the science of music and to afford facilities for attaining perfection in it by assisting with general instruction all persons desirous of acquiring a knowledge thereof and to furnish instruction in all branches of the art and science of music, voice culture and expression and such other subjects as may be considered necessary for the fullest development of the students' mental and physical faculties preparatory of their pursuing music as a profession."



Adminis-  
trative  
Committees  
(Cnt'd)

Resolution re Appointment of University Press Committee

Resolved that the University Press Committee be appointed under the terms of By-Law Number 43, to be constituted as follows:

|                           |                     |
|---------------------------|---------------------|
| The Chancellor            | Mr. C. G. McCullagh |
| The President             | Mr. Henry Borden    |
| The Chairman of the Board | Mr. Charles Burns   |
|                           | Mr. Gilbert LaBine  |

and that the appointment of Mr. C. G. McCullagh as Chairman be confirmed;

and that the following instructions be directed to the Committee:

The University Press Committee is directly responsible to the Board of Governors for:

1. The elaboration of policy to govern the long and short term objectives of the University Press.
2. The financial control and application of the approved operating policy.
3. The preparation and submission to the Board of Governors from time to time as may be directed or as may be deemed necessary of estimates of the financial requirements for the effective operation of the Press, and the submission to the Board from time to time of a report showing the trend of expenditures in relation to the current estimates.
4. The setting up of a sub-committee to be known as the Publications Committee, comprising selected members of the staff who will serve in an advisory capacity to the management and, if need be, to the Committee itself.

Resolution re Appointment of University College Committee

Resolved that the Committee on University College Matters be appointed under the terms of By-Law Number 43, to be constituted as follows:

|                           |                     |
|---------------------------|---------------------|
| The Chancellor            | Dr. Bruce Macdonald |
| The President             | Mr. J. S. Duncan    |
| The Chairman of the Board | Hon. Dr. Ferguson   |

and five others to be appointed

and that the following instructions be directed to the Committee:

The Committee on University College Matters is directly responsible to the Board of Governors for:

1. The study of all matters affecting the interests of University College, and the submission as may be necessary from time to time of recommendations in respect thereto, to the Board of Governors.

Resolution re Appointment of Ajax Committee

Resolved that the Ajax Committee, hitherto established as a Special Committee, be now confirmed as an Administrative Committee under the terms of By-Law Number 43, to be constituted as follows:

|                           |                        |
|---------------------------|------------------------|
| The Chancellor            | Dean C. R. Young       |
| The President             | Mr. A. D. LePan        |
| The Chairman of the Board | Mr. W. H. Bonus        |
|                           | Mr. J. R. Gilley       |
|                           | Mr. Henry Borden       |
|                           | Mr. Charles Burns      |
|                           | Mr. C. E. Higginbottom |
|                           | Mr. G.L. Court         |

and that the appointment of Dr. S. E. Smith as Chairman be confirmed;

and that the following instructions be directed to the Committee:

The Ajax Committee is directly responsible to the Board of Governors for:



Adminis-  
trative  
Committees  
(Cont'd)

1. The supervision and control of the administration and operation of the Ajax property as an extension to the general facilities of the University.
2. The establishment of the operating estimates covering the project as a whole, and in conjunction with the Finance Committee for the submission of periodic reports to the Board of Governors showing the trend of expenditures in relation to the estimates.
3. The elaboration of short and long term policies in relation to the whole scope of the project.

Adminis-  
trative  
Committees  
approved,  
to be re-  
considered  
at next  
meeting

These were approved, to be reconsidered at the next meeting as Mr. Ross pointed out the unequal distribution of duties among the members of the Board, and also that it might be desirable to change some of the terms of reference. Resolutions covering the Banting Commemoration Committee and the Athletics and Physical Training Committee to be submitted later. Under the By-Law both Chairman and Vice-Chairman were to be appointed by the Board. In the case of certain Committees no such appointment had yet been made. It was suggested that in the meantime the first named on the list would act as Convener until a formal appointment of Chairman was made.

Mr. Morrow  
added to  
Finance  
Committee

Upon motion of Mr. Ross,  
Seconded by Dr. Neilly  
Mr. Morrow was added to the Finance Committee.

Dr. Macdon-  
ald's name  
not included  
on Banting  
Commemoration  
Committee

At Dr. Macdonald's suggestion the names of the Bursar and the Superintendent were deleted as members of the Finance Committee and the Property Committee respectively.

Dr. Macdonald was named as Chairman of the Banting Commemoration Committee, but as he stated that he was not in sympathy with the purpose of the Committee, which provided for an annual commemoration, requested that his name be not included on that Committee.

Letter from  
Government re  
School of  
Nursing re-  
ferred to  
Property  
Committee

(c) The Board concurred in the Committee's recommendation that there be referred to the Property Committee for consideration and report the letter from Colonel Blackstock of the Prime Minister's staff regarding the use by the Provincial Government of the present site of the University's School of Nursing.

Dinner to Rt.  
Hon. Vincent  
Massey

(d) The Board also concurred in the recommendation of the Committee that the proposed dinner to be tendered by the Board in honour of the Rt. Hon. Vincent Massey be held on Wednesday, October 24th, at 7 p.m. at the York Club, dress to be informal. It was decided to invite Prime Minister Drew to the dinner.

Proposed visit  
to Forestry  
Camp

(e) In connection with a proposed visit to the University Forestry Camp the most convenient dates for the majority of the members were October 19 and 20, and the following expressed a desire to make the trip:-

Dr. Neilly  
Mr. Morrow  
Mr. Burns  
Mr. Higginbottom



Notice of  
motion for  
revision  
of By-Law  
No. 23

(f) In accordance with the recommendation of the Committee, notice of motion was given for the revision of existing By-Law No. 23, which reads as follows:-

"Recommendations of the President as to the appointment, promotion and removal of professors, associate professors and assistant professors and lecturers shall be made in writing and shall be laid before the Board at least one meeting prior to being discussed and finally dealt with."

The proposed revision is to include a notice of motion by the President for the appointment of Professors and Associate Professors only, the regulation regarding removal to remain the same. The wording of the revised By-Law was referred to the University Solicitor for consideration and report.

Information to be  
sent to  
donors of  
scholarships  
regarding  
recipients,  
etc.

(g) The following recommendation of the Executive Committee was discussed at length:

"That the Deans of the various Faculties send the President a list of donations for Scholarships and to whom awarded, after which an acknowledgment would be made to the donor."

It was suggested that more information might be sent to donors of Scholarships regarding the recipients of the same. The President stated that he would make the necessary arrangements for this being done by the various Faculties, Schools and Colleges, and the matter was left with him.

Hart House  
fee to be  
charged ex-  
service  
students in  
Graduate  
Studies

(h) Approval was given to the Committee's recommendation that the Hart House fee of \$12.00 be charged students in the School of Graduate Studies who are receiving assistance under the Post-Discharge Re-Establishment Order, and that this fee be included in the account to the Government.

Remission of  
fees in case  
of Brant County  
Scholarship

- (X) (i) Upon motion of Dr. Macdonald approval was given to the Committee's recommendation for a remission of fees in the case of the Brant County Memorial Scholarship awarded to Miss Wilma Clark, registered in the Course in Social and Philosophical Studies, following the practice previously established.

Communications were presented and dealt with

as follows:-

Hart House  
billiard  
room to be  
converted  
into tuck  
shop

From Mr. J. B. Bickersteth, Warden of Hart House, transmitting the following recommendation of the Board of Stewards:-

"That in view of the unprecedented crowding of the tuck shop and adjacent quarters the billiard room be converted forthwith as a temporary measure into an additional tuck shop and lunch room."

After discussing the matter at length, the Board approved of this recommendation.

Draft reso-  
lutions re  
Connaught  
Laborator-  
ies  
and Insulin  
Committees  
deferred

From Dr. Neilly stating that after consultation with Mr. Morrow, Chairman of the Insulin Committee, they had drafted a resolution which they considered suitable and applicable to both the Insulin and Connaught Laboratories Committees, and this matter was deferred for consideration.

- (X) NOTE: As it was subsequently learned that Miss Clark was enrolled in Victoria College, the Board would not be involved in the remission of fees and the matter was referred to Victoria.



Offer of  
Palestine  
Lodge of a  
Bursary  
Fund in  
School of  
Social  
Work

From Mr. E. L. Frankel, transmitting an offer of the Palestine Lodge to establish a Bursary Fund in the School of Social Work on the following basis:-

"That the sum of Three Thousand Dollars (\$3,000.00) which was collected in commemoration of our 25th Anniversary be deposited with the University of Toronto to form the foundation of a bursary fund in the School of Social Work, and to be awarded in the sum of Two Hundred Dollars (\$200.00) per annum at the end of the first year of that two-year course, and to be held during the second year. That the basis of the award is to be academic standing and financial need, without any reference to race, colour or creed."

This offer was gratefully accepted by the Board and the academic details were referred to the Senate and to the Council of the School of Social Work for settlement.

Donations -

Other donations were reported as

follows and were accepted with thanks and appreciation:-

National Research Council:

|            |                      |  |
|------------|----------------------|--|
| \$4,000.00 | for Project E.E.1-9, | Dr. G. F. Wright, Chemistry  |
| 1,250.00   | "                    | M.P.14, Dr. R. E. Haist, Physiology                                |
| 1,000.00   | "                    | N.M. 13, Dr. C. H. Best, Physiology                                |
| 950.00     | "                    | on Metabolism of Riboflavin, Dr. A. Hunter, Pathological Chemistry |
| 625.00     | "                    | N.M. 5, Dr. C. H. Best, Physiology                                 |
| 583.00     | "                    | on Ethylene Research, Dr. D. J. LeRoy, Chemistry                   |
| 320.25     | "                    | B.E.1, Dr. G. H. Duff, Botany                                      |

Miscellaneous:

\$60,000.00 from the Leaside Engineering Company, representing the University's share of a distribution of assets as a beneficiary of the E. A. Wallberg Estate, made up as follows:-

|   |                    |
|---|--------------------|
| Cash  | \$20,473.81        |
| Province of Ontario Bonds, plus accrued interest  | 36,274.86          |
| Dominion of Canada Bonds, plus accrued interest   | 3,251.33           |
|   | <u>\$60,000.00</u> |
| 950.00 from The Robert Simpson Company Limited, to cover the awards payable in 1945-46 of the Robert Simpson Company Northern Ontario Scholarships        |                    |
| 317.52 from the Royal Trust Company for credit of the Robert Bruce Bursary Fund.  |                    |
| 200.00 from Mount Sinai Masonic Lodge, to replace the amount of loan to Capt. H. Mitchell, killed in action, and restore the fund to the original amount. |                    |
| 182.20 (U.S. funds) from the American Society of Heating and Ventilating Engineers for research work.   |                    |



Donations  
(Cont'd)

Miscellaneous donations (Cont'd):

\$112.15 from sundry persons as donations to the Class of Medicine 1924 War Service Scholarship Fund  
100.00 from Ontario Association of Architects to cover the award of their Scholarship payable in 1945-46  
75.00 from the E. C. Whitney Estate representing one-quarter share of \$500 Rivermead Golf Club Bonds, redeemed at 60% of their face value  
50.00 from Sir Ellsworth Flavelle for credit of the King Township Scholarship Fund

Report  
No 159 of  
Finance  
Committee

Upon motion of Mr. Ross, the following Report No. 159 of the Finance Committee was approved:-

"The Finance Committee begs to report to the Board of Governors:-

Payments  
to Estate  
of deceased  
members of  
staff

1. Regarding the matter of policy which your Committee was requested to consider for adoption by the Board in connection with paying the Estate of a deceased member of the staff any money in addition to the amount earned by him as salary, or gratuitous payments, your Committee feels that the proposed new Pension Scheme for the Academic Staff will cover the matter.

Retiring  
allowances

2. Your Committee has noted the resolution adopted by the National Conference of Canadian Universities that member institutions should work out a pension programme for more adequate retiring allowances to members of the staff. This matter is also covered by the proposed new Pension Scheme.

Malcolm  
Wallace  
Scholar-  
ship Fund

3. Your Committee has considered the request of the Committee handling the "Malcolm Wallace Scholarship Fund" to invest the money, approximately \$20,000.00, in securities yielding higher interest than the Victory Loan Bonds in which the fund is now invested, and begs to recommend that in accordance with the Board's policy of investing in trustee securities only, this fund be not disturbed.

With  
Victory  
Loan

4. Your Committee recommends that the usual authority be given to the Chairman of the Finance Committee and the Bursar to invest available funds in the forthcoming Victory Loan.

Transac-  
tion in  
selling  
securities  
payable in  
U.S. funds  
on the  
purchase  
of others

(X) 5. Your Committee concurs in the recommendation of the Connaught Laboratories Committee to invest the sum of \$100,000.00 in long-term bonds of the next Victory Loan.  
6. The following is the result of the transaction in selling securities payable in United States funds and purchasing others with the proceeds:-

Securities Sold

|                                |                                  |            |           |
|--------------------------------|----------------------------------|------------|-----------|
| Australia                      | 5%                               | 1 Sept./57 | \$ 15,000 |
| Fort William                   | 5 $\frac{1}{2}$                  | 1 Jan./63  | 3,000     |
| Manitoba                       | 4 $\frac{1}{2}$                  | 1 Apr./60  | 10,000    |
| Montreal                       | 4 $\frac{1}{2}$ / $3\frac{3}{4}$ | 1 Nov./64  | 5,000     |
| "                              | 5/ $3\frac{3}{4}$                | 1 Nov./70  | 2,000     |
| New Brunswick                  | 4 $\frac{1}{2}$                  | 15 Nov./58 | 5,000     |
| Nova Scotia                    | 5                                | 1 Mar./60  | 5,000     |
| Saskatchewan                   | 4 $\frac{1}{2}$                  | 1 Dec./56  | 5,000     |
| "                              | 5                                | 1 Nov./59  | 5,000     |
| Toronto                        | 4 $\frac{1}{2}$                  | 1 Jan./55  | 5,000     |
| District of South<br>Vancouver | 5                                | 1 Apr./62  | 15,000    |

(X) NOTE: Mr. Ross informed the Board, following enquiry by Dr. Gibson, that the profit on this transaction was to be capitalized, and that owing to a change in the market some of the bonds had not been sold.



Transac-  
tion re  
selling  
and pur-  
chasing  
of secur-  
ities  
(Cont'd)

Securities Sold (Cont'd)

Greater Vancouver

|                |                 |             |          |
|----------------|-----------------|-------------|----------|
| Water District | 5%              | 1 Sept./69  | \$ 5,000 |
| Winnipeg       | 5               | 1 Jan./60   | 5,000    |
| C. N. R.       | 4 $\frac{1}{8}$ | 1 Feb./51   | 100,000  |
| "              | 4 $\frac{3}{4}$ | 15 June/55  | 35,000   |
| "              | 5               | 1 Oct.49/69 | 49,000   |
| Toronto        | 4 $\frac{1}{2}$ | 1 Apr./61   | 45,000   |

Sale Par \$314,000.00

Sale Price \$399,240.72

Securities Purchased

Dominion of Canada Bonds due 1 October, 1959/63 @  
prices of 100  $\frac{3}{8}$  and 100 $\frac{1}{4}$

Purchase Par \$376,000.00

Purchase Price \$398,118.40

All of which is respectfully submitted,

October 5th, 1945.

(Sgd) Geo. H. Ross,  
Chairman"

Report No.  
160 of the  
Finance  
Committee  
regarding  
proposed  
Pension  
and Group  
Life In-  
surance  
Plan

The following Report Number 160 of the  
Finance Committee was presented, and in order that the members  
might have an opportunity of considering the proposed Pension and  
Group Life Insurance Plan referred to therein Mr. Ross moved that  
copies be distributed to those present and that the other members  
be sent a copy:-

"Your Committee begs to submit herewith a brief  
outline of a proposed Pension and Group Life Insurance Plan  
for the members of the Academic Staff.

Your Committee recommends that the members of  
the Board study this matter and that ample time be provided  
for a full discussion of this whole matter at the next meet-  
ing of the Board.

PENSION PLAN

Underwriting

Dominion Government Annuities up to \$1,200 per annum  
(This is the maximum permissible amount)

Life Insurance Companies for all additional Pensions  
in excess of this amount

The group of Life Insurance Companies offering to  
jointly underwrite the Plan are -

The Canada Life Assurance Company  
The Confederation Life Association  
The Mutual Life Assurance Company of Canada  
The London Life Insurance Company

Amounts of Pension

Each participant in the Plan will earn a Pension at retire-  
ment equal to approximately 2% of his average salary multiplied  
by the number of years in which he was a contributing partici-  
pant in the Plan.



Report No.  
160 of the  
Finance  
Committee  
(Cont'd)

#### Premium Estimate

It is estimated that the premium required to provide the benefits during the first year will be approximately 12.6% of the annual salaries paid this group divided as follows:-

Total premium for benefits, approx. = 12.6% of annual salaries

Professors' contributions, approx. = 5. % "

University's contribution, approx. = 7.6% "

#### Pension Fund Death Benefit

In case a Professor dies before retirement his estate or beneficiary will receive:-

(a) The return of the total amount contributed by the deceased participant towards his pension,

Plus

(b) All contributions made by the University on behalf of the participant for pension benefits

Plus

(c) Interest on both contributions as calculated by the Insurers (Dominion Government interest rate presently 4%)

In case a Professor dies following retirement his Pension will be continued to his estate or beneficiary until either he or his estate or beneficiary has received his pension for at least five years from the date of his retirement on Pension.

#### GROUP LIFE INSURANCE

The records indicate that broadly speaking members of the academic staff are not heavy buyers of life insurance. The reason is fairly obvious, but be that as it may, your Committee is unanimously of the opinion that there should be tied in with the pension scheme a plan for group life insurance. As age or condition of health has no bearing on this type of insurance, it means many who are uninsurable now, or who cannot afford it due to the high rates for those of advanced years, will be able to secure considerable protection for their dependents.

It is also recommended that the group life insurance plan be extended to members of the non-academic staff, the only limitation being temporary or casual employees. Details to be worked out later.

#### Amount of Life Insurance

Each participant's life we suggest should be insured for an amount approximately equal to his annual salary, excepting female participants who will be insured for a flat amount, \$1,000.00.

#### Premium Estimate

It is estimated that the premium required to provide the benefits during the first year will be approximately 1.5% of the annual salaries paid this group divided as follows:-

Total premium for benefits, approx. = 1.5% of annual salaries

Professors' contributions, approx. = .7% " "

University's contribution, approx. = .8% " "

#### PROVISION IN BUDGET ESTIMATES

It should be borne in mind that in presenting the Estimates to the Government a pension scheme and its estimated cost was recommended and the Government very generously accepted the estimates on that basis. It therefore becomes the duty of the Board to study the matter carefully as it will involve an increasing amount in the annual Estimates of the University as its activities expand.



Report No.  
160 of the  
Finance  
Committee  
(Cont'd)

In order that members of the Board may be acquainted with the basis of the approach to the Government, there is attached herewith copy of Committee's report covering the Estimate.

All of which is respectfully submitted.

October 10th, 1945.

(Sgd) Geo. H. Ross,  
Chairman."

Letter pre-  
sented from  
Mr. C. G.  
McCullagh  
tendering  
his resigna-  
tion.

Statement by  
Dr. McCarthy  
that he in-  
tended to  
resign

Appointment  
of Special  
Committees  
for 1945-46  
deferred

The Chairman read a letter from Mr. C. G. McCullagh tendering his resignation as a member of the Board in order to permit of the appointment of Mr. Edward Johnson. Dr. McCarthy informed the Board that it was his intention to present his resignation inside of the next two or three weeks, and stated that he was prepared to resign immediately. It was suggested that those members of the Board who did not attend meetings should resign rather than the active members. This matter was left for consideration.

The appointment of the Special Committees for 1945-46 was deferred until the next meeting.

Upon motion of Mr. Ross the meeting adjourned at 6:35 p.m.

*Indexed  
m.B.*

Minutes confirmed.

October 25<sup>th</sup> 1945

*[Signature]*  
Chairman.

*[Signature]*  
Secretary.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, October 25th, 1945, at 4 p. m.

Present -

|                                 |               |
|---------------------------------|---------------|
| The Chairman (Colonel Phillips) | Dr. Neilly    |
| The Vice-Chairman (Mr. Borden)  | Mr. McCullagh |
| The President                   | Mr. Rogers    |
| Dr. Macdonald                   | Mr. Burns     |
| Mr. Vaughan                     | Mr. LaBine    |
| Mr. Kelly                       | Mr. Ross      |

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

|                |                   |
|----------------|-------------------|
| The Chancellor | Mr. Morrow        |
| Mr. Gordon     | Hon. Dr. Ferguson |
| Mr. Duncan     | Hon. Dr. Bruce    |
| Mr. Bryce      | Dr. Gibson        |

Welcome extended to Mr. Arthur Kelly, K.C., and copy of Order-in-Council appointing him presented

The Chairman extended a cordial welcome to Mr. Arthur Kelly, K.C., the new member of the Board, and a copy of the Order-in-Council appointing Mr. Kelly was presented as follows:-

"Upon the recommendation of the Honourable the Minister of Education, the Committee of Council advise that Mr. Arthur Joseph Kelly, B.A., K.C., be appointed a member of the Board of Governors of the University of Toronto to fill the vacancy created by the resignation of the Honourable Hugh Thomas Kelly, for the period ending June 20th, 1948."

Dr. Edward Johnson appointed to the Board

The Chairman also referred to the appointment of Dr. Edward Johnson as a member of the Board.

The following resolution was passed on the death of the Honourable Chief Justice Rose:-



Resolution  
on death  
of Hon.  
Chief Jus-  
tice Rose

"Upon motion of Henry Borden, Esq., K.C.,  
Seconded by C. G. McCullagh, Esq.,  
It was Resolved -

That the Board of Governors place on record its grateful appreciation of the services to the University rendered by one of its members, the late Hon. Hugh Edward Rose, LL.D., who passed away after a long illness on October 13th.

Born in Toronto, the son of the Hon. J. E. Rose, a Justice of the Supreme Court of Ontario, he was literally born in the atmosphere of law. He graduated, as a member of University College, from this University, receiving his B.A. degree in 1891 and his LL.B. in 1892. After a long and successful career at the Bar, he was appointed a Judge of the Supreme Court of Ontario on December 4, 1916, and Chief Justice and President of the High Court for Ontario on October 2, 1930. He was a sound and learned lawyer, and one of the ablest judges on the Bench. He became a Governor of the University of Toronto in January, 1927. His acute mind and judicial temperament contributed greatly to the soundness of the deliberations of the Board. Always courteous and considerate of the views of others, cautious yet decisive, he gave opinions which always carried great weight. To him 'justice was truth in action'. The University honoured itself by conferring upon him its highest academic honour, LL.D., honoris causa, in 1943.

That a copy of this resolution be forwarded to his sisters, with whom the Board expresses sincere sympathy."

Minutes of  
last meet-  
ing approved

The minutes of the last meeting were presented, and -

Upon motion of Mr. LaBine,  
Seconded by Mr. Vaughan,  
were approved.

Minutes of  
meeting of  
Executive  
Committee  
presented.

The minutes of the meeting of the Executive Committee held at the Toronto Club on Friday, October 19th, at 1.p.m., were presented.

Arising out of the minutes the following matters were dealt with:-

Appointment  
of Adminis-  
trative and  
Special  
Committees  
deferred

The appointment of the Administrative and Special Committees for 1945-46 was deferred to the next meeting, with the exception of the Executive Committee and the Finance Committee.

Resigna-  
tion of Mr.  
Ross as  
Chairman  
of Finance  
Committee  
accepted  
with regret

Mr. George H. Ross submitted his resignation as Chairman of the Finance Committee, and as a member of all other Committees of the Board, and upon motion of Dr. Macdonald Mr. Ross' resignation was accepted with regret, it being understood that Mr. Ross would prepare further material in connection with the proposed Pension and Group Life Insurance Plan.

Finance  
Committee  
reduced  
in numbers

Mr. Ross stated that in his opinion all the Committees were too large, especially the Finance Committee, and -

Upon motion of Mr. Ross,  
Seconded by Mr. McCullagh,

the Finance Committee was reduced in numbers to five members of the Board in addition to the ex-officio members.

Finance  
Committee  
appointed;  
Mr. Gordon  
to be  
Chairman

The Finance Committee was then constituted as follows, Mr. Walter L. Gordon being appointed as Chairman to succeed Mr. Ross:-

|                 |                           |                  |
|-----------------|---------------------------|------------------|
| The Chancellor  | Chairman - Mr. W.L.Gordon | Mr. C.F.W.Burns  |
| The President   |                           | Mr. G.A.LaBine   |
| The Chairman of |                           | Mr. F. K. Morrow |
| the Board       |                           | Mr. Arthur Kelly |

Executive  
Committee  
appointed

The Board also appointed the Executive Committee as follows for 1945-46:-

|                           |  |
|---------------------------|--|
| The President             | Hon. H. A. Bruce   |
| The Chairman of the Board | Mr. O. D. Vaughan  |
|                           | Mr. H. Borden  |
|                           | Mr. F. K. Morrow   |
|                           | Dr. B. Neilly  |
|                           | Mr. W. L. Gordon (as Chairman<br>of the Finance Committee) |

Mr. C.G.  
McCullagh  
added to  
Athletics  
Committee

Mr. C. G. McCullagh's name was added to the Athletics and Physical Training Committee.

Committees  
to carry  
on for a  
fortnight

In connection with the remainder of the Committees, it was decided to carry on for a fortnight as constituted.

Proposed  
trip to  
Forestry  
Camp  
postponed

Due to the absence from the City of Mr. Morrow, the proposed trip to the University Forestry Camp, arranged for October 19 and 20, had been postponed.



Recommendations of the President were

approved as follows:-

Appoint-  
ments

Appointments:

Faculty of Arts:

Botany: for 1945-46:

|                    |  |                   |
|--------------------|--|-------------------|
| W. M. Bowden       | - Senior Demonstrator                                | \$1,800           |
| K. H. Rothfels     | - Class Assistant, Aug. 2, 1945,<br>to June 30, 1946 | 1,245             |
| Miss E. R. Dearden | - Research Assistant                                 | 685               |
| D. S. Hull         | - Laboratory Attendant                               | 1,160)            |
|                    |  | plus \$200 add'l) |
| Miss G. Downes     | - Instructor (part time), French<br>1945-46          | 700               |

Italian and Spanish:

|                     |                               |     |
|---------------------|-------------------------------|-----|
| Miss W. A. Campbell | - Special Instructor, 1945-46 | 700 |
| K. L. Levy          | - do.                         | 700 |

Physics:

Assistant Demonstrators, 1945-46:

|                       |       |                       |     |
|-----------------------|-------|-----------------------|-----|
| J. K. Hunton          | \$320 | C. M. Mitchell        | 320 |
| A. H. Morrish         | 160   | A. G. Ratz            | 320 |
| Miss A. S. Saunderson | 320   | Mrs. G. E. Sangster   | 960 |
| W. J. Weir            | 160   | J. D. Wray            | 320 |
| R. L. Wright          | 480   | F. E. Coombs (2 mos.) | 400 |
| J. F. Allingham       | 160   | A. A. Brait           | 160 |
| W. F. Hitschfeld      | 160   | F. C. Hooper          | 160 |
| J. K. L. Hurwitz      | 160   | A. C. Lauriston       | 160 |
| E. B. Mullen          | 160   | P. W. G. Neurath      | 160 |
| N. Rostoker           | 160   | H. O. Seigel          | 160 |
| J. R. Stanley         | 160   | R. Thomas             | 160 |
| D. A. S. Fraser       | 320   | J. L. Locke           | 320 |

Zoology:

|                   |  |          |
|-------------------|--|----------|
| Mrs. J. M. Fisher | - Special Lecturer in Zoology,<br>July 1, 1945 to Sept. 30, 1945 | \$759.98 |
| G. M. Neal        | - Lecturer, 1945-46 (cancelling<br>previous appointment)         | \$2,400  |

Faculty of Applied Science and Engineering:

|               |  |               |
|---------------|--|---------------|
| J. B. Langley | - Instructor (part time) in Archi-<br>tecture, Oct. 9, 1945 for 6½<br>mos.                     | 900           |
| A. F. Fassel  | - Demonstrator (part time) in<br>Civil Engineering: Surveying &<br>Geodesy, first term 1945-46 | 200           |
| H. E. Graham  | - Demonstrator, Electrical Engin-<br>eering, 1945-46   | 1,300         |
| E. S. Usher   | - Assistant, Office of the Secre-<br>tary, Oct. 22, 1945, to June<br>30, 1936                  | \$225 a month |

Athletics and Physical Training - Men:

Gymnasium Instructors:

|                   |   |                |
|-------------------|---|----------------|
| A. R. T. Chetwynd | ) Oct. 1, 1945, to June 30,                                       |                |
| L. B. Smith       | ) 1946, @ \$2,000 for 10 months                                   |                |
| J. R. Rimmer      | - Locker Room Attendant, from<br>Sept. 24, 1945, to June 30, 1946 | \$2,000 a year |

Athletics and Physical Training - Women:

|                 |   |       |
|-----------------|---|-------|
| Mrs. M. Jackson | - Assistant (part time) Oct. 1, 1945,<br>to Apr. 30, 1946 | \$600 |
|-----------------|---|-------|

Appoint-  
ments  
Cont'd)

Appointments (Cont'd):

University Health Service:

|                   |  |               |
|-------------------|--|---------------|
| Mrs. H. MacKinnon | - Acting Assistant Director (Women)<br>1945-46 (8 mos.) (cancelling<br>previous appointment) | \$2,000       |
| Mrs. M. Attack    | - Assistant (Women) 1945-46<br>(8 mos.) (cancelling previous<br>appointment)                 | 1,600         |
| Dr. E. Harrison   | - Staff Physician (Women) Oct. 15,<br>1945, for 5 mos.                                       | \$200 a month |

Ajax Division:

|                      |   |                               |
|----------------------|---|-------------------------------|
| Mrs. V. P. Ignatieff | - Manager, Food Service Department<br>from Nov. 1, 1945 | \$325 a month)<br>plus meals) |
|----------------------|---|-------------------------------|

Representatives appointed on various Councils:

To the Council of the Faculty of Arts:

From the Faculty of Medicine:

|                         |              |
|-------------------------|--------------|
| Professors D. T. Fraser | H. Wasteneys |
| R. E. Haist             | J. C. Watt   |
| D. Y. Solandt           | A. M. Wynne  |

From the Faculty of Applied Science and Engineering:

|                         |               |
|-------------------------|---------------|
| Professors E. A. Allcut | L. M. Pidgeon |
| E. R. Arthur            | E. A. Smith   |
| T. R. Loudon            |               |

From the Faculty of Household Science:

|                   |                      |
|-------------------|----------------------|
| Miss J. B. Brodie | Miss M. Doreen Smith |
|-------------------|----------------------|

From the Faculty of Forestry:

Professor R. C. Hosie

From the Faculty of Music:

Professor Leo Smith

To the Council of the Faculty of Medicine:

From the Faculty of Arts:

|                                      |   |
|--------------------------------------|---|
| Professors E. M. Walker              | ) Zoology                                 |
| W. H. T. Baillie                     |   |
| A. R. Gordon                         | ) Chemistry                               |
| F. R. Lorrinan                       |   |
| E. F. Burton                         | ) Physics                                 |
| H. J. C. Ireton                      |   |
| K. S. Bernhardt                      | - Psychology                              |
| Professors F. C. A. Jeanneret-French | R. S. Knox-English                        |
| R. Flenley                           | -History C. W. M. Hart-Anth-<br>ropology  |
| L. C. Coleman                        | -Botany Dr. G. Edison-Phil-<br>osophy     |
| Dr. R. Coper                         | -German Mr. D. C. Baillie-<br>Mathematics |

To the Council of the Faculty of Applied Science and Engineering:

From the Faculty of Arts:

|                                     |                                       |
|-------------------------------------|---------------------------------------|
| Department of Mathematics:          | Department of Physics:                |
| Dean S. Beatty                      | Professor E. F. Burton                |
| Professor I. R. Pounder             | Professor J. Satterly                 |
| Department of Chemistry:            |                                       |
| Professor L. J. Rogers              | Department of Geological<br>Sciences: |
| Professor J. T. Burt-Gerrans        |                                       |
| Department of Political<br>Economy: | Professor E. S. Moore                 |
| Professor R. M. Dawson              | Professor A. MacLean                  |
|                                     | Professor G. B. Langford              |



Appoint-  
ments  
(Cont'd)

Representatives appointed on various Councils (Cont'd):

To the Council of the Faculty of Dentistry:

From the Faculty of Arts:

|                           |   |           |
|---------------------------|---|-----------|
| Professors J. M. Anderson | } | Physics   |
| E. F. Burton              |   |           |
| A. R. Gordon              | } | Chemistry |
| J. J. Rae                 |   |           |
| W. H. T. Baillie          | } | Zoology   |
| R. R. Langford            |   |           |

From the Faculty of Medicine:

|                              |   |                         |
|------------------------------|---|-------------------------|
| Professors J. K. W. Ferguson | } | Pharmacy & Pharmacology |
| G. H. W. Lucas               |   |                         |
| W. E. Gallie                 | - | Surgery                 |
| Duncan Graham                | - | Medicine                |
| A. W. Ham                    | } | Anatomy                 |
| J. C. Watt                   |   |                         |
| N. B. Taylor                 | - | Physiology              |
| H. Wasteneys                 | } | Bio-Chemistry           |
| Leslie Young                 |   |                         |

From the Faculty of Applied Science and Engineering:

|                            |   |                      |
|----------------------------|---|----------------------|
| Professors J. Roy Cockburn | - | Descriptive Geometry |
| W. J. T. Wright            | - | Engineering Drawing  |

To the Faculty of Household Science:

From the Faculty of Arts:

|                           |   |           |
|---------------------------|---|-----------|
| Professor W. S. Funnell   | - | Chemistry |
| Professor H. J. C. Ireton | - | Physics   |
| Dr. Norma Ford Walker     | - | Zoology   |
| Miss J. G. Wright         | - | Botany    |

From the Faculty of Medicine:

|                        |   |                               |
|------------------------|---|-------------------------------|
| Miss F. H. Fraser      | - | Hygiene & Preventive Medicine |
| Professor E. T. Waters | - | Physiology                    |
| Professor A. M. Wynne  | - | Bio-Chemistry                 |

To the Council of the Faculty of Forestry:

From the Faculty of Arts:

|                        |   |                     |
|------------------------|---|---------------------|
| Professor E. F. Burton | - | Physics             |
| Professor E. S. Moore  | - | Geological Sciences |

From the Faculty of Applied Science and Engineering:

|                           |   |  |
|---------------------------|---|--|
| Professor W. M. Treadgold | - | Civil Engineering: Surveying and Geodesy |
|---------------------------|---|--|

Additional  
al appro-  
priations

Additional appropriations for 1945-46:

Faculty of Arts:

Botany:

|            |   |         |
|------------|---|---------|
| "Salaries" | - | \$1,090 |
|------------|---|---------|

French:

|            |   |       |
|------------|---|-------|
| "Salaries" | - | 1,400 |
|------------|---|-------|

Italian and Spanish:

|            |   |       |
|------------|---|-------|
| "Salaries" | - | 1,400 |
|------------|---|-------|

Physics:

|                            |   |       |
|----------------------------|---|-------|
| "Salaries - Demonstrators" | - | 5,700 |
|----------------------------|---|-------|

Zoology:

|            |         |  |
|------------|---------|--|
| "Salaries" | \$1,300 |  |
|------------|---------|--|

"Laboratory & Lecture Room

|           |       |   |       |
|-----------|-------|---|-------|
| Supplies" | 1,700 | - | 3,000 |
|-----------|-------|---|-------|

Faculty of Applied Science and Engineering:

Salaries:

|                    |         |  |
|--------------------|---------|--|
| Secretary's Office | \$1,875 |  |
|--------------------|---------|--|

|                        |     |  |
|------------------------|-----|--|
| School of Architecture | 900 |  |
|------------------------|-----|--|

|                                |  |  |
|--------------------------------|--|--|
| Civil Engineering: Surveying & |  |  |
|--------------------------------|--|--|

|         |     |  |
|---------|-----|--|
| Geodesy | 200 |  |
|---------|-----|--|

|                        |     |   |       |
|------------------------|-----|---|-------|
| Electrical Engineering | 750 | - | 3,725 |
|------------------------|-----|---|-------|

Additional  
appropriations  
(Cont'd)

Additional appropriations for 1945-46 (Cont'd):

|  |   |              |
|--|---|--------------|
| Athletics & Physical Training - Men:   |   |              |
| "Salaries"                             | - | \$6,000      |
| Athletics & Physical Training - Women: |   |              |
| "Salaries"                             | - | 600          |
| School of Graduate Studies:            |   |              |
| "Salaries - Clerical Assistance"       | - | 300          |
| University Health Service:             |   |              |
| "Salaries"                             |   | \$6,050      |
| "Maintenance"                          |   | <u>2,775</u> |
| University Extension and Publicity:    | - | 8,825        |
| "Office Expenses"                      | - | 2,000        |

Other recommendations of the President

were approved as follows:-

Payment of \$350.00 to the Humanities Research Council of Canada in support of its work, and the granting of the following additional appropriation to provide for the same:-

|                              |   |       |
|------------------------------|---|-------|
| "Publications and Societies" | - | \$350 |
|------------------------------|---|-------|

Statutes  
of Senate

Statutes of Senate:

|              |   |  |
|--------------|---|--|
| Numbers 1697 | - | Respecting the Cominco Research Fellowship |
| 1719         | - | " " Jule Allen Award                       |
| 1720         | - | " " Urwick Bursaries                       |
| 1721         | - | " certain Amendments to the Calendar of    |
|              | - | " the Faculty of Arts for 1945-46          |
| 1723         | - | " an amendment to the Calendar of the      |
|              |   | Faculty of Forestry for 1945-46            |

Scientific  
Research  
appropriations

The President presented a statement showing the allocation to various departments of appropriations for Scientific Research amounting to \$23,943.00 as follows:-

General Summary

|                                 |           |  |                    |
|---------------------------------|-----------|--|--------------------|
| Number of applications received | <u>31</u> | Total amount asked for in these applications | <u>\$46,855.00</u> |
| Number of applications granted  | <u>18</u> | Total amount granted                         | <u>\$23,943.00</u> |



Scientific  
Research  
appropriations  
(Cont'd)

Summary by Departments

| Department              | Number<br>of appli-<br>cations<br>received | Total amount<br>asked for in<br>these appro-<br>priations | Number<br>of appli-<br>cations<br>granted | Total<br>amount<br>granted |
|-------------------------|--|---|---|----------------------------|
| Botany                  | 11   | \$10,680  | 6   | \$ 4,943                   |
| Chemistry               | 2  | 5,000   | 2   | 4,000                      |
| Geological<br>Sciences  | 2  | 11,165  | 1   | 2,500                      |
| Mathematics             | 8  | 4,000   | 2   | 1,600                      |
| Physics                 | 2  | 7,500   | 1   | 5,000                      |
| Zoology                 | 5  | 7,410   | 5   | 4,800                      |
| Chemical<br>Engineering | 1  | 1,100   | 1   | 1,100                      |
| <u>Totals</u>           | <u>31</u>                                  | <u>\$46,855</u>   | <u>18</u>                                 | <u>\$23,943</u>            |

Of the eighteen grants made, seventeen were made to six Scientific Departments in the Faculty of Arts and one to the Department of Chemical Engineering, Faculty of Applied Science.

Vote for  
sundry  
expenses  
from  
Scientific  
Research  
Fund

In order to provide for sundry ex-  
penditures, such as postage, stationery, clerical assistance,  
etc., for the year 1945-46, approval was given to the President's  
recommendation that an appropriation be set aside for this pur-  
pose from the balance remaining in the Scientific Research Fund,  
amounting to \$1,057.00, as follows:-

"Scientific Research - General Expenses" - \$500

Photograph-  
ic Service  
to be a  
separate  
unit

The President presented a letter  
from Professor K. B. Jackson, recommending the separation of  
Photographic Service from the Faculty of Applied Science and  
Engineering, and the Board approved of this recommendation, con-  
curred in by the Dean, that Photographic Service be a separate  
unit in the University and be removed from the Faculty of  
Applied Science and Engineering.

Registra-  
tion  
statistics

The President also presented addi-  
tional registration statistics showing the total enrolment at  
the University, as of October 24, to be approximately 10,434.



Recommendations  
of Executive Committee

Recommendations of the Executive Committee  
were dealt with as follows:-

Mr. Bryce on  
McCharles  
Prize Committee

(a) Approval was given to the appointment of Mr. R. A. Bryce to the McCharles Prize Committee to fill the vacancy created by the death of Mr. W. E. Segsworth.

Proposed  
Pension and  
Group Life  
Insurance  
Plan approved in  
principle  
and referred  
back to Mr.  
Ross for  
further  
details

(b) Regarding the proposed Pension and Group Life Insurance plan which the Committee recommended to the Board for consideration with the suggestion that it be referred to Colonel Lockhart Gordon in connection with his survey of University affairs, Mr. Ross introduced Mr. Bain of the Canada Life Assurance Company at 4:30 p.m., and stated that the plan could be extended to others. It was decided to inform Colonel Gordon of what the University is doing.

It was moved by Dr. Macdonald,  
Seconded by Dr. Neilly,  
And Resolved -

That the Board of Governors, in approving of the principle of the proposed plan for Pensions and Group Life Insurance for the academic staff, refer the same back to Mr. Ross with a request for a definite recommendation embodying more details of the plan, and the cost of the same.

Revision  
of By-Law  
No. 23  
deferred

(c) The resolution submitted by the Committee in connection with the proposed revision of By-Law No. 23 was deferred.

Communications were presented and dealt  
with as follows:-

Mr. Morrow  
given power  
to act re  
payments  
from Sir  
Frederick  
Banting  
Estate

From the Canada Trust Company, addressed to Mr. F. K. Morrow, regarding payments in connection with a half interest in two mining claims owned by the late Sir Frederick Banting, and asking for the opinion of the Board as to what action the Executors should take. This matter was referred to Mr. Morrow with power to act and report.

From the Registrar transmitting recommendations from the Senate in connection with payment of certain scholarships, and in view of conditions due to the War approval was given to these recommendations as follows:-

Payment to  
J. Bruce  
Macdonald  
of R. & G.  
Hagarty  
Scholarship

(a) That payment be made to John Bruce Macdonald of the first award of the Reginald and Galer Hagarty Scholarship, even though after fulfilling all the conditions of the award he was unable to register in the Faculty of Applied Science and Engineering due to enrolment being restricted to ex-service personnel.



Payment to  
W. Kohn of  
Alfred T.  
DeLury  
Scholarship

(b) That the Alfred T. DeLury Scholarship be paid to Walter Kohn, School of Graduate Studies, who was awarded this Scholarship in May, 1944, but who enlisted in August, 1944, and was granted the degree of Bachelor of Arts on active service in June, 1945.

Payment to  
C.J. Kennington  
of H. A.  
McTaggart  
Scholarship

(c) That C. J. Kennington, a war guest, be paid the H. A. McTaggart Scholarship in Physics, awarded to him in June, 1945, even though he is unable to continue at the University because his parents wish him to return to England.

Renewal of  
lease of  
space in the  
Economics  
Building by  
Dominion  
Government

From the Department of Public Works, Ottawa, stating that the Government was exercising its option, under the agreement with the University, to renew the leasing of space on the ground floor of the Economics Building for a further period of one year from November 18, 1945, on the same terms and conditions.

Statement of  
Accounts in  
connection  
with R. S.  
Scott Estate

From the National Trust Company Limited transmitting statement of accounts, amounting to \$49,781.09, in connection with the James Robert Scott Estate, which includes a bequest for Medical Research previously reported to the Board.

Donations -

Donations were reported as follows

and were accepted with thanks and appreciation:-

Offer of  
Fellowship  
by Swift  
(Canadian)  
Foundation

An offer of Dr. Edna Guest, on behalf of the Swift (Canadian) Foundation, of a Fellowship of \$1,200.00 to be assigned through the Physician-in-Chief, Dr. Alan Brown, to the Hospital for Sick Children for research on "The Effect on Learning of Added Thiamine to the Diet".

Donation of  
\$5,000 by  
Mr. W. H.  
Wright for  
research  
in Physics

A cheque for \$5,000.00 from Mr. W. H. Wright of "The Globe & Mail", presented by Mr. C. G. McCullagh, who stated that Mr. Wright had donated this amount for the purpose of carrying on research in the Department of Physics on Audiometric and Otological Problems, under the direction of Professor Burton, and in co-operation with Dr. Sullivan of the Department of Oto-Laryngology; the disposition of the funds to be left to the discretion of Professor Burton.

Offer of  
Mrs. J. M.  
Godfrey of  
a Prize in  
University  
College

An offer of \$200.00 from Mrs. J. M. Godfrey, Port Credit, to present a Prize in University College in memory of her son, Robin Godfrey, of the value of \$50 a year for four years to any undergraduate of University College for an original one-act play; the first award to be made in the Session 1946-47. The academic arrangements were referred to the Council of University College for settlement.



Donations  
(Cont'd)National Research Council Grants:

\$ 2,280.00 for project re Oil Deterioration, Prof. W. J. Bain, Chemical Engineering  
 2,000.00 " " M.P.31, Dr. D. Y. Solandt, Physiology  
 1,500.00 " " N.M.21, Dr. D. Y. Solandt, Physiology  
 400.00 " " B.T.S., Dr. G. H. Duff, Botany

Miscellaneous Donations:

\$60,000.00 (U.S. funds) from Eli Lilly & Company, being contribution in support of Dr. C. H. Best's work in the construction of the Institute of Physiology  
 3,301.00 from the R. W. Leonard Estate, representing a further distribution on account of the "B-2" portion of the Estate - \$2,676.00  
 Also proceeds of 50 shares of Northern Ontario Power Company capital stock - 625.00  
\$3,301.00  
 1,000.00 from Mrs. Ethel A. Urwick, being donation to cover the following awards payable in 1945-46:-  
     Bursary in Sociology \$ 350.00  
     Bursary in Social & Philosophical Studies 350.00  
     Scholarship in Social Work 300.00  
\$1,000.00  
 300.00 from the Dental Company of Canada Limited for the Henry Thompson Scholarships in Dentistry for 1945-46  
 100.00 " the Delta Phi Epsilon Alumnae, to cover the award of their Bursary for 1945-46  
 70.00 " various donors towards the King Township Scholarship Fund  
 25.00 " the International Accountants & Executives Corporation for their annual Bursary  
 20.00 " Dr. Trujillo Molina, President of the Dominican Republic, for the annual award of Prizes in Spanish.

Financial  
Statements  
and  
Accountable  
Warrant

The Bursar presented the Financial Statement and Comparative Revenue and Expenditure Statement for the month of September; also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the month of November. Ordered that an Accountable Warrant for Four Hundred and Fifty Thousand Dollars (\$450,000.00) be issued to the Bursar.

Report No.2  
of the  
Ajax  
Committee

Report Number 2 of the Ajax Committee was approved as follows:-

"To the Board of Governors,  
University of Toronto."

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Monday, October 15th, 1945, at 4 p.m., at which the following members were present, together with the others listed who had been invited to attend:



Members of CommitteeOthers

Report No.2  
of the  
Ajax  
Committee  
(Cont'd)

The President (in the Chair)  
The Chairman of the Board,  
Col. W. E. Phillips  
Mr. C. F. W. Burns  
Superintendent A. D. LePan  
Asst. Superintendent W. H. Bonus  
Mr. J. R. Gilley  
The Bursar, Mr. C. E. Higginbottom,  
Secretary

Prof. W. J. T. Wright,  
(representing Dean Young)  
  
Mr. W. Stevens,  
Athletic Directorate  
  
Mr. G. L. Court,  
Bursar's Office

Professor W. J. T. Wright represented Dean Young who was unable to attend the meeting.

The President informed the Committee that Dr. G. I. Christie of the Ontario Agricultural College appreciated the offer of facilities at Ajax for the winter of 1945-46.

The report of the last meeting of the Committee held Monday, September 24th, 1945, was approved subject to the proviso that the end of the session at Ajax described as 'continuing' until about the middle of August 1946 was approximate.

The President reported that a Staff Meeting of those concerned with Ajax Division was held Friday, October 5th, 1945, to discuss operations, with worthwhile results.

Professor Wright gave the Academic Report:-

Probable attendance at Ajax:

|   |              |
|---|--------------|
| Applications received as of October 15th, 1945: |              |
| Complete requirements                           | 774          |
| Incomplete requirements                         | 218          |
| Not sorted                                      | 15           |
|   | <u>1,007</u> |

The present estimate of attendance during the session beginning January 14, 1946, is 1,700 - 1,800. It is estimated that the majority will wish to live in residence. The Superintendent was directed to see what arrangements could be made with Gray Coach Lines with respect to students who might wish to commute between Toronto and Ajax, and to report at the next meeting of the Committee.

The Superintendent then presented his report regarding necessary alterations and additions to buildings at Ajax.

Upon motion of the Superintendent,

Seconded by Mr. Burns,

The following resolution was approved:

The Committee recommends to the Board for its approval a contract on Canadian Standard form of Construction Contract, with A. W. Robertson Limited, for carrying out alterations and additions to buildings on the following basis:

- (a) University to obtain top priority on labour and material.
- (b) Payment of costs plus 10% on costs included in the first \$100,000; 7½% on costs included in second \$100,000., and 5% on the remaining costs.

It was recommended that additional construction, should the University be required to expand into areas not under present lease, be provided for in the contract at the lower percentage on costs.

The President was requested to obtain a chart showing estimated excess enrolment during the next four or five years, in order that the numbers which must be provided for at Ajax and on the Queen's Park Campus could be ascertained.



Report No.  
of the  
Ajax  
Committee  
(Cont'd)

Upon motion of Mr. Burns,  
Seconded by Mr. Gilley,  
It was approved -

That it be recommended to the Board of Governors that Mr. H. H. Angus and Mr. R. P. Allsop, Engineers, be employed on plans and specifications for heating, plumbing and electrical wiring on the basis of cost of staff plus 100% plus travelling expenses and a fee for the principals if an extraordinary amount of time had to be spent on the job.

It was moved by Colonel Phillips and approved that it be recommended that the Board of Governors approve interim costs for the Cafeteria to the extent of \$25,000.00 in connection with a building addition estimated to cost \$15,000.00, alterations and necessary additions or replacements of equipment to the value of approximately \$10,000.00.

Laundry - A study is being made of laundry facilities available in Toronto and Oshawa and also the availability and cost of equipment, should it be necessary to establish a laundry on the premises. This matter will be reported on at the next meeting of the Committee.

#### Occupancy of Residences and Apartments in Rented Area

It was moved by Mr. Burns,  
Seconded by Colonel Phillips,  
And approved -

That notice be given to the War Assets Corporation liaison officer that all houses and apartments occupied by persons who will not be employed by the University of Toronto should be vacated by December 1st, 1945.

It was recommended that allocation of housing when available to members of the staff be approved by the President.  
Wartime Housing Village

It was suggested that formal application be made to the Superintendent by all staff and married veteran students who would require accommodation in Wartime Housing Village.

#### Insurance

It was moved by Colonel Phillips,  
Seconded by Mr. Gilley,  
And approved -

That the Bursar should place such insurance on the University interests in buildings and equipment and on supplies as he considers necessary.

#### Athletics

It was moved by Mr. Burns,  
Seconded by the Superintendent,  
And approved -

That expenditures to provide three playing fields, work to be done this Fall, be approved by the Board of Governors, the estimated costs to be available for the next meeting of the Board.

The Superintendent and the Athletic Staff were directed to prepare an estimate of the cost of obtaining or constructing a building 250' x 125' suitable for indoor athletics. Professor Wright remarked that lack of sufficient athletic facilities would impair teaching, and others at the meeting stressed the necessity of an adequate athletic programme as a means of maintaining student morale in as isolated a place as Ajax.

The Superintendent reported that certain fire department and power house staff and other key maintenance personnel have been engaged to work for the University following the discontinuance of their services by Defence Industries Limited.



Report No.  
2 of the  
Ajax  
Committee  
(Cont'd)

It was considered that some one person, possibly academic, should be in charge of residences with respect to allocation of rooms, and the general supervision of the students, etc., and that there should be a Don in charge of each residence.

The Bursar stressed the need for a proper provision for a Bursar's Office at Ajax including a vault, installation of equipment, cages and accounting machines, and the early installation of an accounting system, and also the need for retaining any necessary clerical and accounting staff now employed by Defence Industries Limited.

It was considered that rates for meals and residence rooms should be established soon and consideration be given in setting the rates to the fact that many students would be away for week-ends.

All of which is respectfully submitted.

(Sgd) Sidney Smith,  
Chairman of Committee.

(Sgd) C.E.Higginbottom,  
Secretary"

October 15th, 1945.

Bursar instructed  
to prepare  
report on  
Insurance  
requirements  
at Ajax

Regarding the clause in the foregoing report referring to Insurance, the Bursar was instructed to prepare a report on the amount required, including liability. In this connection the question arose as to whether a lower rate might be obtained from other agents on the insurance carried by the University.

Question of  
lower rate  
raised

Time for  
realistic  
budget in  
connection  
with Ajax

It was the opinion of the Board that the time had arrived for a realistic budget in connection with the Ajax Division.

Report No.2  
of McCharles  
Prize Committee  
deferred

Report Number 2 of the McCharles Prize Committee was presented and was deferred for consideration.

Report of  
University  
Press Committee

The newly appointed University Press Committee was complimented on the splendid report presented by the Chairman of the Committee, Mr. G. A. LaBine, which was approved as follows:-



Report of  
University  
Press Com-  
mittee  
(Cont'd)

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that at the request of the President a meeting of the University Press Committee, appointed under the newly constituted Administrative Committees for 1945-46, was held on Wednesday, October 24th, 1945, at 4 p.m. in the University Board Room, at which the following were present:-

| <u>Board Members</u>      | <u>Others</u>  |
|---------------------------|--|
| Mr. LaBine (in the Chair) | Mr. A. Gordon Burns, Manager of the University Press               |
| The President             | Mr. E. A. Macdonald, Sec.-Treas., Students' Administrative Council |
| Mr. McCullagh             | Mr. E. S. Kirkland, President, Students' Administrative Council    |
| Mr. Burns                 | Mr. W. Hugh Kenner, Editor, "The Varsity"                          |
| Mr. Borden                |  |

Discussions  
regarding  
printing of  
"The Varsity"

The Bursar was present as Secretary.

The Committee met for the purpose of discussing with representatives of the Students' Administrative Council the difficulties which have existed in connection with the printing of "The Varsity" at the University Press, the following points being emphasized:-

1. Continuation of a four-page copy.
2. Issue on time.
3. Conditions under which "The Varsity" staff work.
4. Cost of "The Varsity".

In view of some of the difficulties which had arisen the Students' Administrative Council had considered the possibility of having "The Varsity" printed by some outside firm, but your Committee was strongly of the opinion that it should be continued to be printed at the University Press.

Your Committee is of the opinion that every effort should be made by the University Press to co-operate with the Students' Administrative Council.

Appoint-  
ment of  
Advisory  
Committee  
on Publi-  
cations

In view of the number of publications being printed at the University Press the President suggested that an "Advisory Committee on Publications" be appointed and -

Upon motion of the President,

Seconded by Mr. Charles Burns,  
your Committee recommends that this Advisory Committee be constituted as follows:-

|                          |                          |
|--------------------------|--------------------------|
| The President (Chairman) | Professor L. M. Pidgeon  |
| Mr. W. S. Wallace        | Principal W. R. Taylor   |
| Professor H. A. Innis    | Dean Andrew Hunter       |
| Professor A. R. Gordon   | Professor Homer Thompson |
| Professor Chester Martin | Mr. A. Gordon Burns      |

It was suggested that your Committee might visit the Press in order to obtain first-hand information as to its operations, etc.

Your Committee recommends that the Manager of the University Press, Mr. A. Gordon Burns, be requested to bring in a report within a month covering the operations, plant and equipment of the Press.

Respectfully submitted,

(Sgd) Gilbert LaBine,  
Chairman of Committee.

(Sgd) C. E. Higginbottom,  
Secretary

October 24th, 1945.

Manager  
of Press  
to make  
a report



Programme  
in connec-  
tion with  
Install-  
ation of  
President

The following programme was present-  
ed by the President in connection with his installation:-

Friday, Nov. 9

10:00 a.m. to  
12:00 noon

- Registration in the Senate Chamber, Simcoe Hall. Tickets for the various events will be given out on Registration.

2:30 p.m.

- Representatives will meet in the Examination Hall (entrance by the N.E. door of Convocation Hall). They will change to academic costume and will move in procession to Convocation Hall.

3:00 p.m.

- Installation of the President and Conferring of Honorary Degrees, Convocation Hall.

6:45 p.m.

- Dinner in the Great Hall, Hart House. Congratulatory messages will be received. Formal dress will be worn (white or black tie).

Saturday, Nov. 10

10:30 a.m.

- Annual Service of Remembrance at the Soldiers' Tower under the auspices of the Alumni Federation.

This service is in the open air; academic costume will not be worn except by those officiating.

2:15 p.m.

- Intercollegiate Football at the University Stadium. McGill University will meet the University of Toronto for the first time since 1939.

8:30 to

10:30 p.m.

- Reception in the Royal Ontario Museum in honour of President and Mrs. Sidney Smith. Formal or informal dress may be worn.

President  
Smith ap-  
pointed a  
Trustee  
of Toronto  
General  
Hospital  
in place  
of Dr. L.  
McCarthy  
resigned

In view of the fact that Dr.

McCarthy's resignation as a member of the Board was in the hands of the Prime Minister, the Board appointed President Smith to succeed Dr. McCarthy as a Trustee of the Toronto General Hospital for the remainder of the three-year term for which Dr. McCarthy had been appointed, viz: to January 31, 1947.

*Indefinite  
H.B.*

Minutes confirmed.

November 8<sup>th</sup> 1945

The meeting adjourned at 7 p. m.

*Henry Borden*  
Vice-Chairman

*Ernest J. Higgins*  
Secretary.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, November 8th, 1945, at 4 p. m.

Present -

|                                |               |
|--------------------------------|---------------|
| The Vice-Chairman (Mr. Borden) | Mr. McCullagh |
| The President in the Chair     | Mr. LaBine    |
| Dr. Neilly                     | Mr. Duncan    |
| Dr. Gibson                     | Mr. Kelly     |
| Hon. Dr. Ferguson              | Mr. Bryce     |
| Mr. Vaughan                    | Mr. Burns     |
| Mr. Gordon                     |               |

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

|                                 |                |
|---------------------------------|----------------|
| The Chairman (Colonel Phillips) | Dr. Macdonald  |
| The Chancellor                  | Hon. Dr. Bruce |
| Mr. Ross                        | Mr. Rogers     |

In connection with the retirement of Mr. George H. Ross as Chairman of the Finance Committee,

"It was moved by Dr. Neilly,  
Seconded by Hon. Dr. Ferguson,  
And Resolved -

That the Board of Governors of the University of Toronto place on record their sincere regret at the resignation of Mr. George H. Ross from the Chairmanship of the Finance Committee on account of ill health. Mr. Ross was first appointed as a member of the Board in June 1937, and in October 1940 was appointed Chairman of the Finance Committee. The experience and knowledge gained by him as former Commissioner of Finance for the City of Toronto were invaluable in dealing with the financial problems of the University, and the Governors realized that they had made an excellent choice in appointing Mr. Ross as Chairman of the Finance Committee, in which position he has given faithful and untiring service.

The Governors take pleasure in extending to Mr. Ross their very great appreciation of his interest and assistance in connection with University affairs, and the hope that his health will steadily improve."

Resolution on retirement of Mr. G. H. Ross as Chairman of the Finance Committee



Minutes  
of last  
meeting  
approved

The minutes of the last meeting were  
presented, and -

Upon motion of Mr. LaBine,  
Seconded by Mr. Duncan,  
were approved.

Minutes  
of Execu-  
tive Com-  
mittee  
meeting  
presented

The minutes of the meeting of the  
Executive Committee, held at the York Club on Friday, November  
2nd, 1945, were presented.

Arising out of the minutes the fol-  
lowing matters were dealt with:-

Reports of  
McCharles  
Prize  
Committee  
deferred

The following reports of the McCharles Prize Committee  
were deferred:-

- (a) Report and Memorandum of July 4th, 1945.
- (b) Report Number 2 of October 12th, 1945.

Insurance  
coverage  
at Ajax  
Division

The Bursar reported that the following insurance had  
been placed in connection with the Ajax Division:-

- (a) \$200,000 on alterations to buildings, including material  
and supplies, and covering both the University's  
and Contractor's interests.
- (b) \$8,750 on equipment delivered to the premises.

Liability  
insurance  
under dis-  
cussion

Regarding the liability insurance, the Bursar stated that ar-  
rangements in this connection were under discussion and that he  
would report on same at a later date.

Resolution  
respecting  
By-Law No.  
23 whereby  
notice of  
motion for  
appoint-  
ments is  
suspended  
until  
otherwise  
requested

At the Board meeting held on October 11th there was  
adopted a recommendation of the Executive Committee for a re-  
vision of By-Law Number 23 respecting notice of motion by the  
President in connection with recommendations for appointments.  
When the University Solicitor was requested to prepare the word-  
ing for the proposed revision he stated that this would involve  
an amendment to the University Act. In view of this the Execu-  
tive Committee then submitted a resolution to cover the matter  
and this was passed by the Board as follows:-



Resolution  
re By-Law  
No. 23  
(Cont'd)

It was moved by Mr. McCullagh,  
Seconded by Mr. Vaughan,  
And Resolved -

That the Board now agrees unanimously  
that By-Law Number 23, regarding notice of motion respecting  
all appointments, shall stand suspended unless and until a  
member of the Board asks that a particular appointment be  
held over till the next meeting.

Administra-  
tive and  
Special  
Committees  
for 1945-46

The Administrative and Special Committees for the year 1945-46  
were considered. A "Joint Hospital Relations Committee" was added,  
and the Chairman was to consult Dr. Bruce Macdonald in connection  
with acting as Chairman of the "Athletics and Physical Training Com-  
mittee". The Committees were then appointed as follows:-

EXECUTIVE COMMITTEE:

The Chairman of the Board  
The President

Hon. H.A. Bruce  
Mr. C.D. Vaughan  
Mr. H. Borden  
Mr. F.K. Morrow  
Dr. B. Neilly  
Mr. W.L. Gordon

ADMINISTRATIVE COMMITTEES:

1. FINANCE COMMITTEE:

The Chairman of  
the Board  
The Chancellor  
The President

Chairman

- Mr. W.L. Gordon

Mr. C.F.W. Burns  
Mr. G.A. LaBine  
Mr. F.K. Morrow  
Mr. A. Kelly

2. PROPERTY COMMITTEE:

The Chairman of  
the Board  
The Chancellor  
The President

Chairman

- Mr. O.D. Vaughan

Vice-Chairman- Mr. H. Borden

Hon. H.A. Bruce  
Mr. C.F.W. Burns  
Dr. J.J. Gibson

3. HART HOUSE COMMITTEE:

The Chairman of  
the Board  
The Chancellor  
The President

Chairman

- Mr. R.A. Bryce

Vice-Chairman- Mr. J.S. Duncan

Mr. H. Borden  
Mr. W.L. Gordon  
Mr. A. Kelly

4. CONNAUGHT LABORATORIES COMMITTEE:

The Chairman of  
the Board  
The Chancellor  
The President

Chairman

- Dr. B. Neilly

Vice-Chairman- Mr. F.K. Morrow

Hon. H.A. Bruce  
Hon. G.H. Ferguson  
Mr. C.G. McCullagh

The Chairman of  
Finance Com-  
mittee (Mr.  
W.L. Gordon)



Administra-  
tive Com-  
mittees for  
1945-46  
(Cont'd)

ADMINISTRATIVE COMMITTEES (Cont'd):

5. INSULIN COMMITTEE:

|                 |               |                |               |
|-----------------|---------------|----------------|---------------|
| The Chairman of | Chairman      | -Mr.F.K.Morrow | Mr. R.A.Bryce |
| the Board       | Vice-Chairman | -Dr. B. Neilly | Hon.G.H.Fer-  |
| The Chancellor  |               |                | guson         |
| The President   |               |                | Mr.G.A.LaBine |
|                 |               |                | Mr.W.L.Gordon |

6. BANTING COMMEMORATION COMMITTEE: (Respecting the Observance of the Anniversary of Sir Frederick Banting's Death)

|                 |               |
|-----------------|---------------|
| The Chairman of | Hon.H.A.Bruce |
| the Board       | Hon.G.H.Fer-  |
| The Chancellor  | guson         |
| The President   | Mr.F.K.Morrow |
|                 | Mr.G.A.LaBine |
|                 | Dr.W.E.Gallie |
|                 | Dr. R.W.I.    |
|                 | Urquhart      |

7. TORONTO CONSERVATORY OF MUSIC COMMITTEE:

|                 |                 |
|-----------------|-----------------|
| The Chairman of | Dr.E.Johnson    |
| the Board       | Mr.J.S.Duncan   |
| The Chancellor  | Mr.W.C.James    |
| The President   | Mr.H.H.Bishop   |
|                 | Mr.F.S.Chalmers |
|                 | Mr.E.Humphreys  |

8. UNIVERSITY PRESS COMMITTEE:

|                 |                         |                  |
|-----------------|-------------------------|------------------|
| The Chairman of | Chairman -Mr.G.A.LaBine | Mr.H.Borden      |
| the Board       |                         | Mr.C.F.W.Burns   |
| The Chancellor  |                         | Mr. A. Kelly     |
| The President   |                         | Mr.C.G.McCullagh |

9. ATHLETICS AND PHYSICAL TRAINING COMMITTEE:

|                 |                         |                  |
|-----------------|-------------------------|------------------|
| The Chairman of | Chairman-Dr.B.Macdonald | Mr.C.F.W.Burns   |
| the Board       |                         | Mr.R.A.Bryce     |
| The Chancellor  |                         | Mr.C.G.McCullagh |
| The President   |                         |                  |

10. UNIVERSITY COLLEGE COMMITTEE:

|                 |                         |                  |
|-----------------|-------------------------|------------------|
| The Chairman of | Chairman-The Chancellor | Dr.B.Macdonald   |
| the Board       | (Dr.H.J.Cody)           | Mr.J.S.Duncan    |
| The Chancellor  |                         | Hon.G.H.Ferguson |
| The President   |                         | Dr.J.J.Gibson    |

11. AJAX COMMITTEE:

|                 |                         |                     |
|-----------------|-------------------------|---------------------|
| The Chairman of | Chairman- The President | Mr. H. Borden       |
| the Board       |                         | Mr.C.F.W.Burns      |
| The Chancellor  |                         | Mr.R.A.Bryce        |
| The President   |                         | Mr.W.L.Gordon       |
|                 |                         | Dean C.R.Young      |
|                 |                         | Mr.A.D.LePan        |
|                 |                         | Mr.W.H.Bonus        |
|                 |                         | Mr.J.R.Gilley       |
|                 |                         | Mr.C.E.Higginbottom |
|                 |                         | Mr.G.L.Court        |

SPECIAL COMMITTEES:

1. BANTING MEMORIAL COMMITTEE: (Special Committee to consider a suitable memorial to the late Sir Frederick Banting)
- |                           |               |                |                   |
|---------------------------|---------------|----------------|-------------------|
| The Chairman of the Board | Chairman      | -Mr.F.K.Morrow | Dr.W.E.Gallie     |
| The Chancellor            | Vice-Chairman | -Hon.H.A.Bruce | Dr.R.W.I.Urquhart |
| The President             |               |                |                   |

2. BURSARY AND LOAN FUNDS:

The Chairman of the Board  
The Chancellor  
The President

## Committee to administer Engineering Society Loan Fund:

Professor J. W. Bain  
Professor W. J. T. Wright  
Mr. W. S. Wilson  
A representative from the Engineering Alumni Association  
(Mr. J. W. Dyer)

## Committee to administer Elizabeth Speller Memorial Loan Fund:

Professor J. W. Bain  
Professor W. J. T. Wright  
Mr. W. S. Wilson  
A representative from the Engineering Alumni Association  
(Mr. J. W. Dyer)

## Committee to administer Wallberg Loan Fund:

Professor J. W. Bain  
Professor W. J. T. Wright  
Mr. W. S. Wilson  
A representative from the Engineering Alumni Association  
(Mr. J. W. Dyer)

3. EXPANSION FUND:

|                           |               |                |                               |
|---------------------------|---------------|----------------|-------------------------------|
| The Chairman of the Board | Chairman      | -Mr.F.K.Morrow | Mr.C.G.McCullagh              |
| The Chancellor            | Vice-Chairman | -Dr.B.Neilly   |                               |
| The President             |               |                | (several members to be added) |

4. HART HOUSE FINANCE COMMITTEE:

The Chairman of the Board  
The Chancellor  
The President

## Appointed by Board of Governors:

Mr. R. A. Bryce

## Appointed by Stewards of Hart House:

Professor C. A. Ashley (Chairman)  
Mr. T. C. Kinnear  
Professor G. W. Brown

## Others:

The Warden (Vice-Chairman)  
Professor H. Wasteneys  
Professor C. B. Sissons  
The Comptroller (Secretary)  
The Assistant Comptroller



SPECIAL COMMITTEES (Cont'd):

5. McCHARLES PRIZE COMMITTEE: Special Committee of Award  
Expert in Physics - Professor E. F. Burton (Chairman)  
Expert in Electricity - Mr. W. P. Dobson  
Expert in Mineralogy - Mr. R. A. Bryce
- The Hon. Mr. Justice Laidlaw  
Professor H. E. T. Haultain
- Mr. N. F. Parkinson  
Lieut.-Col. W. E. Phillips,  
The Bursar, Secretary.
6. ENGINEERING ALUMNI SCHOLARSHIP COMMITTEE:  
Mr. G. A. LaBine
7. ADVISORY COMMITTEE ON SCIENTIFIC RESEARCH:
- The Chairman of  
the Board (Convener)  
The President
- Board Members  
Mr. R. A. Bryce  
Mr. J. S. Duncan  
Mr. G. A. LaBine  
Hon. G. H. Ferguson  
Mr. O. D. Vaughan
- Faculty Members  
Dean S. Beatty  
Professor E. F. Burton  
Professor H. J. C. Ireton (Secretary)  
Dean C. R. Young  
Professor J. W. Bain  
Professor L. Pidgeon  
Professor A. R. Gordon  
Professor W. J. K. Harkness  
Professor G. H. Duff  
Dr. R. D. Defries
8. JOINT HOSPITAL RELATIONS COMMITTEE:  
The Chairman of  
the Board  
The President
- Mr. H. Borden  
Hon. H. A. Bruce
- Appointments
9. CANADIAN ENGINEERING STANDARDS ASSOCIATION (Member appointed by Board of Governors for a period of three years)  
Dean C. R. Young - 3 years from 31 Mar./38 (Mar./38)  
3 years from 31 Mar./41 (Jan./41)  
3 years from 31 Mar./44 (Jan./44)
10. ONTARIO ASSOCIATION OF ARCHITECTS: (Member appointed by Board of Governors to Association's Architects' Registration Board for a period of three years)  
Professor H. H. Madill - 3 years from 1 Jan./39 (Dec./38)  
3 years from 1 Jan./42 (Nov./41)  
3 years from 1 Jan./45 (Dec./44)



Recommendations by the President were ap-

proved as follows:-

ppoint-  
ents

Appointments:

Faculty of Arts:

R. A. Preston

- Assistant Professor in History  
from Aug. 21, 1945 \$3,000 a year

Psychology:

Class Assistants: 1945-46

Miss R. Potashin

\$500

Mrs. R. C. Snider

\$450

E. Signori

300

Mrs. C. Davis

300

Faculty of Dentistry:

G. W. Spinks

- Professor of Dental Anatomy  
from Oct. 1, 1945 \$700 a year

D. M. Tanner

- Associate Professor of  
Dental Surgery & Anaesthesia  
from Sept. 1, 1945 \$2,000 a year

G. C. Hare

- Associate in Dentistry  
from Oct. 1, 1945 \$360 a year

J. D. Purves

- Demonstrator, 1945-46 \$810

School of Physical and Health Education:

E. S. Matthews

- Demonstrator (part time) in  
Physiology, 1945-46 \$500

Mrs. B. Kerfoot

- Instructor (part time) in  
Swimming, 1945-46 \$250

Representatives on the Council of the School of Nursing for 1945-46:

From the Faculty of Arts:

Dr. Norma Ford Walker

- Zoology

Professor K. S. Bernhardt

- Psychology

Professor J. J. Rae

- Chemistry

Professor R. S. Knox

- English

From the Faculty of Medicine:

Dr. Duncan Graham

- Medicine

Dr. H. Wasteneys

- Bio-Chemistry

Dr. E. S. Ryerson

- Surgery

Dr. W. A. Scott

- Obstetrics & Gynaecology

Dr. Alan Brown

- Paediatrics

Dr. C. B. Farrar

- Psychiatry

Dr. R. K. George

- Anatomy

Dr. C. H. Best

- Physiology

From the School of Hygiene:

Dr. R. D. Defries

Dr. D. T. Fraser

Dr. F. H. Fraser

From the Faculty of Dentistry:

Dean A. D. A. Mason

From the Ontario College of Education:

Dr. C. E. Phillips

From the School of Social Work:

Dr. H. M. Cassidy

Additional appropriations for 1945-46:

Faculty of Arts:

Archaeology:

"Salaries"

- \$ 100

Chemistry:

"Salaries - Office and Storeroom Assistance"  
(new for 1945-46)

- 280

English:

"Salaries"

- 900

Additional  
al appro-  
priations  
for 1945-  
46



Addition-  
al appro-  
priations  
for 1945-46  
(Cont'd)

|  |   |              |          |
|--|---|--------------|----------|
| <u>Additional appropriations (Cont'd):</u> |   |              |          |
| Faculty of Arts (Cont'd):                  |   |              |          |
| History:                                   |   |              |          |
| "Salaries - Assistant Professor"           | - | \$3,000      |          |
| Psychology:                                |   |              |          |
| "Salaries"                                 | - | 650          |          |
| University College General:                |   |              |          |
| "Clerical Assistance, Registrar's Office"  | - | 800          |          |
| Zoology:                                   |   |              |          |
| "Salaries"                                 | - | \$5,280      |          |
| "Equipment and Supplies"                   | - | <u>7,200</u> | - 12,480 |
| Faculty of Dentistry:                      |   |              |          |
| "Salaries"                                 | - | 13,905       |          |
| "General Expenses:                         |   |              |          |
| Stationery, Printing, Office               |   |              |          |
| Supplies, etc."                            | - | 1,000        |          |
| "Laboratory and Infirmary Supplies"        | - | <u>1,200</u> | - 16,105 |
| "Contingencies" - new for 1945-46          | - |              | 1,000    |
| School of Physical and Health Education:   |   |              |          |
| "Salaries"                                 | - |              | 750      |

Approval  
of proced-  
ure in  
connection  
with dona-  
tions for  
scholar-  
ships, etc.

The President brought up the question of reporting to donors of funds for scholarships, etc., the names of the winners of the awards, and explained that he had arranged with the Heads of the various faculties, Schools and Colleges to send out the letters, and that the President might acknowledge the original donation. The Board approved of this arrangement.

Letter  
from the  
Bursar  
regarding  
registra-  
tion, fees,  
and addi-  
tional  
appropri-  
ations

The President read the following letter from the Bursar regarding registration, fees and additional appropriations:-

"Dr. Sidney Smith,  
President,  
University of Toronto.

Dear Mr. President:-

RE: Additional Appropriations and  
Fees Receipts - 1945-46

Referring to your letter of the 2nd instant, the additional appropriations authorized to date by the Board of Governors, due to increased registration and not provided for in the Estimates for the Session 1945-46, amount to approximately \$165,000.00.

The fees situation is as follows:-



etter  
egarding  
egistra-  
ion, fees,  
nd addi-  
ional  
ppropri-  
tions  
Cont'd)

|   |   |                       |
|---|---|-----------------------|
| 1. Fees received to October 31, 1945, net<br>(an increase of almost \$100,000.00<br>over the same period last year) | - | \$ 785,000.00         |
| 2. Fees for ex-servicemen to be paid by the<br>Government under D.V.A. - approx.                                    | - | 600,000.00            |
|   |   | <u>\$1,385,000.00</u> |
| 3. Add approximately 3,000 students at<br>\$150.00 each (special subsidy)   | - | 450,000.00            |
|   |   | <u>\$1,835,000.00</u> |

The above figure does not include a limited number of students who have yet to pay their 2nd instalment, due in January.

Yours faithfully,

(Sgd) C. E. Higginbottom,  
Bursar"

November 8, 1945.

Communications were presented and dealt

with as follows:-

From the Secretary to the Minister of Education transmitting a copy of the following Order-in-Council approved by the Honourable the Lieutenant-Governor under date of October 23, 1945, appointing Dr. Edward Johnson a member of the Board:-

"Upon the recommendation of the Honourable the Minister of Education, the Committee of Council advise that Mr. Edward Johnson, C.B.E., LL.D., Mus.Doc., be appointed a member of the Board of Governors of the University of Toronto to fill the vacancy created by the death of the Honourable Hugh E. Rose, for the period ending June 20th, 1950.

Certified -

(Sgd) C. F. Bulmer,  
Clerk, Executive Council"

As Dr. Johnson was expected in the City on Friday, November 9th, the Chairman arranged a luncheon for him at the York Club at 1 p.m. on that day.

From the University Solicitor requesting the opinion of the Board regarding the issuance of a Fiat by the Attorney-General's Department in connection with the application of Miss J. N. Watson, a former employee of the Connaught Laboratories, who wishes to bring action against the Governors for damages arising out of injuries received while riding in a station wagon owned and operated by the Laboratories, and also for two weeks' salary in lieu of notice of

Order-in-  
Council  
appoint-  
ing Dr.  
Edward  
Johnson  
a member  
of the  
Board

Luncheon  
to Dr.  
Johnson

Applica-  
tion of  
Miss J.N.  
Watson to  
bring  
action  
against  
Governors



Applica-  
tion for  
action  
against  
Governors  
(Cont'd)

termination of employment. After discussing the matter -

It was moved by Dr. Gibson,  
Seconded by Hon. Dr. Ferguson,  
And Resolved, -

That the Board take the position that  
they should not express an opinion one way or the other  
as to whether a Fiat should issue.

Tuition fees  
for which  
winner of  
George Bean  
Scholarship  
U.T.S. is  
granted ex-  
emption, to  
be charged  
against  
"Contingen-  
cies", O.C.E.  
1945-46

From Dean Lewis, Ontario College of Education, regarding  
payments in connection with the George Bean Memorial Scholarship  
in the University Schools. Under the terms of award the holder  
of the scholarship is entitled to remission of tuition fees  
equal to the annual interest earned by the fund, but as in the  
award for 1945-46 the amount recommended for exemption is \$75  
and as the fund has not yet earned this sum, approval was given  
to the Dean's recommendation, concurred in by the Minister of  
Education, that the tuition fees of the winner of the scholar-  
ship for 1945-46 be derived from the appropriation for "Contin-  
gencies" in the Ontario College of Education budget; it being  
understood that this would not create a precedent. In subse-  
quent years the amount required in addition to the yearly earn-  
ings of the scholarship fund will be provided for in a special  
item in the College Estimates.

Dress for  
members of  
Board at  
official  
University  
functions

From Mr. Henry Borden raising the question of dress for  
members of the Board at official University functions, and after  
discussing the matter at length, particularly in connection with  
the installation of President Smith, morning clothes seemed to  
be preferred, and it was suggested that director's suits or  
plain business suits might be worn, and not academic robes.

Report of  
Hart House  
Committee  
deferred

From the Comptroller of Hart House transmitting the aud-  
ited Financial Statement for the year 1944-45, together with a  
report of the Hart House Committee of the Board, and upon motion  
of Mr. Bryce these were deferred pending consideration of the  
Hart House By-Laws.



Donations -

Donations were reported as follows and were accepted with thanks and appreciation:-

\$250.00 from Dr. E. E. Shouldice, as part payment of a donation of \$1,000 for research work in the Department of Pharmacology to cover expenses of an assistant, Mr. John McBirnie at \$50 a month for at least six months; the remainder to be used for animals, supplies, etc., and for additional salary to Mr. McBirnie should his services be required for a longer period.

An offer of \$5,000 a year for at least two years from the Bristol-Myers Company for a fellowship for research work under the direction of Dr. H. K. Box, Faculty of Dentistry, this work to be on the elucidation of the mechanisms underlying such oral pathology as gingivitis, periodontoclasia, and dental caries; it being understood and agreed that no public announcement concerning the results of this research will be made by the Company until they have been reported to the proper authorities of the University.

National Research Council:

|            |                    |   |
|------------|--------------------|---|
| \$2,200.00 | for Project P.E.5, | Prof. H. Grayson Smith, Physics             |
| 1,740.00   | "                  | " F.E. 1934, Prof. F. E. Beamish, Chemistry |
| 625.00     | "                  | " C.W. 510, Dr. Leslie Young, Bio-Chemistry |
| 400.00     | "                  | " D.R. 1, Dr. J. J. Rae, Chemistry          |

Miscellaneous:

|            |   |
|------------|---|
| \$3,000.00 | from Mr. Herman Ginsberg to establish the Palestine Lodge Bursary Fund in the School of Social Work                     |
| 1,200.00   | " Dr. Edna Guest to cover the payments for the Research Fellowship presented by the Swift (Canadian) Foundation         |
| 250.00     | " Canadian Breweries Limited for payment of the O'Keefe Award in Bio-Chemistry for 1945-46                              |
| 125.00     | " Dr. J. M. Mustard as a contribution to the Class of Medicine 1924 War Service Scholarship                             |
| 100.00     | " various donors towards the King Township Scholarship Fund   |
| 50.00      | " Yale & Towne Manufacturing Company, as a donation towards the establishment of the Institute of Industrial Relations. |

The Bursar reported that forms of Proxy had been executed on behalf of the Governors for Annual General Meetings of the following Companies:-

Consumers' Gas Company of Toronto, November 12th, 1945  
Imperial Bank of Canada, November 28th, 1945.

In adopting the recommendation of the Executive Committee for a revision of By-Laws Numbers 13 and 14 respecting the Connaught Laboratories Committee and the Insulin Committee, respectively, in order to provide for the number of members

Comple-  
tion of  
Forms  
of Proxy

Amend-  
ments to  
By-Laws  
13 and  
14



Amend-  
ments to  
By-Laws  
13 and  
14  
(Cont'd)

being increased by one -

It was moved by Hon. Dr. Ferguson,  
Seconded by Mr. Vaughan,

that the usual notice of motion be waived and that the necessary  
by-law covering the amendments be prepared by the University  
Solicitor along the lines of the following motion:-

It was moved by Dr. Neilly,  
Seconded by Mr. Bryce,

1. That in By-Law No.13, sub-section (2), the word "four"  
in the third line be deleted and that the word "five"  
be substituted therefor.
2. That in By-Law No.13, sub-section (2), the word "eight"  
in the fifth line be deleted and that the word "nine"  
be substituted therefor.
3. That in By-Law No.14, sub-section (2), the word "five"  
in the second line be deleted and that the word "six"  
be substituted therefor.
4. That in By-Law No.14, sub-section (2), the word "eight"  
in the fourth line be deleted and that the word "nine"  
be substituted therefor.

Report  
No. 3  
of the  
Ajax  
Committee

Upon motion of the President,  
Seconded by Mr. Bryce,

the following Report Number 3 of the Ajax Committee was taken  
as read:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a  
meeting in the Board Room, Simcoe Hall, on Tuesday, October  
30th, 1945, at 4 p.m., at which the following members were  
present:-

|                              |                            |
|------------------------------|----------------------------|
| The President (in the Chair) | The Bursar, Mr.C.E.Higgin- |
| Mr. C. F. W. Burns           | bottom                     |
| Mr. Henry Borden             | Mr. G. L. Court            |
| Mr. R. A. Bryce              | Dean C. R. Young           |
|                              | The Superintendent,        |
|                              | Mr. A.D.LePan              |
|                              | The Asst. Superintendent,  |
|                              | Mr. W.H.Bonus              |
|                              | The Director of Ajax,      |
|                              | Mr. J.R.Gilley             |

The report of the last meeting of the Commit-  
tee held on Monday, October 15th, 1945, was read and ap-  
proved.



Report  
p. 3  
the  
Ajax  
Committee  
(cont'd)

### Academic Report

Dean Young gave the Academic report on the estimated attendance in the Faculty of Applied Science up to and including the Session 1950-51. The following figures give the estimated number of students for which provision will have to be made at Ajax:-

|                |                 |       |
|----------------|-----------------|-------|
| 1946 - Special | 1st Year        | 1,700 |
| 1946-47        | 1st & 2nd Years | 3,110 |
| 1947-48        | do.             | 1,900 |
| 1948-49        | do.             | 830   |

### Budget

The President directed that detailed estimates of capital and operating expenditure should be made up for each department for presentation at the next meeting of the Committee. It was agreed that the period of the estimates should be to June 30th, 1946.

### Bursar's Report

The Bursar then presented his reports on estimated cost of the Bursar's Office at Ajax, and on insurance carried on the University's interests at Ajax. He also presented the Lease and the Operating Agreement for the Ajax property.

#### Bursar's Estimated Expenditures to June 30th, 1946

##### Capital Expenditures:

|   |                    |
|---|--------------------|
| Alterations and improvements  | \$ 4,000.00        |
| Equipment (including one accounting machine of the same type as used in Toronto, in order that records may be kept on same basis) | 3,000.00           |
| Operating Expenditures (including salaries of \$16,600.00)  | <u>20,100.00</u>   |
|   | <u>\$27,100.00</u> |

Other expenditures (including audit fees, law costs, unemployment insurance and other insurance)

7,500.00  
\$34,600.00

### Insurance

1. Insurance is being placed on supplies and equipment as they are received into storage at Ajax. This now amounts to \$6,175.00.

2. Fire Insurance on Construction work at Ajax including materials and supplies on the premises has been placed to the extent of \$200,000.00 adjusted according to progress reports.

3. The Contractor is carrying Public Liability Insurance at Ajax during construction.

#### Public Liability Insurance

It was moved by Mr. Borden,  
Seconded by Mr. Bryce,  
And approved -

That the question of Public Liability Insurance for the Ajax Division be referred back for further consideration and that the costs of such insurance be obtained.

#### Lease and Operating Agreement

It was moved by Mr. Bryce,  
Seconded by Mr. Bonus,  
And approved -

That the Committee recommend to the Board of Governors for their approval, the Lease of the Ajax Property and the Operating Agreement covering the operation of the services at Ajax and the provision of certain services to the Wartime Housing Project and to the Crown premises not included in the Lease, these documents having been approved by the Solicitors appointed for their negotiation.



Report  
No. 3  
of the  
Ajax  
Committee  
(Cont'd)

### Superintendent's Report

The Superintendent then presented his report on the various construction work and also a report on the visit of the Assistant Superintendent to the authorities in Ottawa.

#### Transportation

The following costs were obtained from Gray Coach Lines on bus runs between Toronto and Ajax:-

| <u>Toronto to Ajax Gate<br/>or Ajax Gate to Toronto</u> | <u>Book</u> | <u>Return</u> | <u>One-Way</u> |
|---|-------------|---------------|----------------|
| Single Fare   |             |               | .55            |
| Return Fare   |             | \$1.00        | .50            |
| Book of 25 single tickets<br>to be used within 18 days  | \$8.95      | .715          | .358           |

Charter trips with the privilege of 8 hour stop-over could be arranged at an approximate cost of \$1.00 per seat.

It was generally agreed that the University should not attempt to provide and operate a bus service for the students but should make arrangements with a public company such as the Gray Coach Lines for transportation of students between Ajax and Toronto at the students' expense. However, it was agreed that the University would operate transportation by station wagons to transport staff between the University and Ajax. It was also agreed that a further report should be made concerning the provision of a shuttle service between Ajax and No.2 Highway by a public company.

#### Cafeteria

It was moved by Mr. Borden,  
Seconded by Mr. Bryce,  
And approved -

That a further appropriation of \$12,000.00 be provided to cover the estimated cost of the Cafeteria addition and alterations, bringing the total appropriation for the Cafeteria building and equipment to \$37,000.00.

The Superintendent was authorized to proceed with this work immediately.

#### Laundry

The laundry is to be the subject of a future report when the comparative costs of various proposals under investigation are ascertained.

#### Athletics

It was moved by Mr. Borden,  
Seconded by Mr. Bryce,  
And approved -

That the following estimates made by the Superintendent, in connection with provisions for athletics be approved:-

1. One field, level end to end with a slight fall from centre to both sides - graded and sodded and provision made for ditches and goal posts \$6,655.00
2. A practice field drained from one side to the other, provision for ditches and goal posts:
 

|         |              |          |
|---------|--------------|----------|
| Grading | - \$3,703.00 |          |
| Sodding | - 2,527.00   | 6,230.00 |
3. Rink Area - two hockey cushions with 4' walls, lighted, and a skating area of 100' x 200', graded and lighted 3,880.00  
One additional hockey cushion, with boarding and lights 1,300.00

The Superintendent was directed to proceed with this work immediately.



Report  
No. 3  
of the  
Ajax  
Committee  
Cont'd)

It was moved by Mr. Borden,  
Seconded by Mr. Burns,  
And approved -

That the other items of capital expenditure such as a gymnasium building, cinder track and swimming pool be referred back to the Athletic Association in order that they might prepare details of the estimated capital cost of each, and also details of the program which they hope to carry out with these facilities and those already provided for, together with estimates of operating expenses for each.

#### Residences

It was moved by Mr. Bryce,  
Seconded by Mr. Borden,  
And approved -

That the Residence rate for Ajax be \$3.00 per week per man on the basis of 2 men to a room, and that no additional charges be made for telephones, etc., as is the practice on the Toronto Campus.

It was also agreed that 7 rooms in each student residence building be set aside for use as Study Rooms.

#### Residence Committee and Supervisor of Residences

It was moved by Mr. Borden,  
Seconded by Mr. Bryce,  
And approved -

1. That there be an Ajax Division Residence Committee which would be responsible for the administration of the student residences, except for maintenance and cleaning, and which would consist of the following persons:-

The Director, Ajax Division  
The Director of Studies  
One other member of the Academic Staff  
The Representative of the Bursar, and  
The Supervisor of Residences.

2. That a person be appointed who would have general supervision of the residences, called the "Supervisor of Residences", and who would be responsible to the Residence Committee for carrying out the following tentative duties:-

- (a) To carry out the rules and regulations of the Residence Committee, including those respecting discipline
- (b) To be responsible for the organization and functioning of the students' committees of the individual residences
- (c) To co-operate with the Director of Studies in the appointment of Housemaster for each residence
- (d) To be responsible for the allocation of rooms.

#### Cafeteria Meal Prices

It was decided to leave over the question of setting the prices of meals in the Cafeteria until the next meeting of the Committee, at which time the Food Service Department will be required to present a complete Budget of the anticipated revenue and expenditures on the basis of the meal prices to be recommended.

#### Library

The question of the various libraries which have been suggested for Ajax was referred back to the officers concerned for a definite recommendation and estimates of cost.

#### Departmental Estimates

Due to lack of time these estimates could not be considered in detail, but the question of Inventories for the operating departments was considered.



Report  
No. 3  
of the  
Ajax  
Committee  
(Cont'd)

It was moved by Mr. Bryce,  
Seconded by Mr. Burns,  
And approved -  
That the following proposed invento-  
ries be referred to the President, Dean Young and Mr. Gilley  
for their approval:-  
Press Inventory of Books - \$38,000.00  
Hart House Tuck Shop Inventory - 5,500.00  
Food Service Inventory - 27,000.00  
Purchase of Library Books - 6,000.00  
Purchase of flatware for the Cafeteria - 2,500.00  
Health Service - 500.00

Billiard Tables

It was reported by Mr. Gilley that Hart House would  
make available to the Hart House organization at Ajax the  
billiard tables, eight in number, which were no longer being  
used at Hart House on the Campus, if it were possible for the  
Ajax Division to find suitable locations for the tables. It  
was decided that this question be left over until a later  
meeting, and that a report be then given detailing available  
space at Ajax for these tables and the estimated cost of  
transporting and setting up these tables, and the cost of  
necessary alterations to such premises. It was considered  
that a Billiard Room would pay for itself and that it was  
necessary to give the students the maximum facilities for  
their \$12.00 annual Hart House fee.

All of which is respectfully submitted.

(Sgd) Sidney Smith,  
Chairman of Committee

(Sgd) C.E.Higginbottom,  
Secretary."

October 30th, 1945.

Approval  
of Lease  
and Ser-  
vice  
Agreement  
for Ajax

Upon motion of Mr. Bryce,  
Seconded by Mr. McCullagh,  
the Board adopted the recommendation of the Ajax Committee, as  
contained in the foregoing report, that the Lease and Service  
Agreement, covering arrangements made with the Dominion Govern-  
ment for the use of the Ajax property, be approved.

Approval  
of Con-  
struction  
Contract  
with A.W.  
Robertson  
Limited  
for Ajax  
buildings

Approval was also given to the Con-  
struction Contract with A. W. Robertson Limited in connection  
with the buildings at Ajax Division, and to the Contractor's  
request that the bonds now held by the University against the  
Connaught Laboratories Spadina Division contract be held against  
the contract at Ajax in lieu of the holdback referred to in  
the contract.

repara-  
tion of  
urther  
etails  
e Pen-  
ion and  
roup  
ife In-  
urance

In connection with the proposed Pension and Group Life Insurance Plan now under consideration, Mr. Gordon enquired as to the present position of the matter. He was informed that Mr. Ross was preparing further details.

Welcome  
o Mr.  
uncan;  
ood  
ishes  
extended  
o the  
resident

A welcome was extended to Mr. Duncan upon his return from a trip to Europe, and best wishes for every success were extended to Dr. Sidney Smith in connection with his formal installation as President of the University.

*Indefed  
m.B.*

The meeting adjourned at 6 p. m.

Minutes confirmed.

*November 22<sup>nd</sup> 1945*

*h. Z. Phin*  
Chairman

*C. Higgins*

Secretary.



1. The first part of the paper is devoted to a general discussion of the problem of the existence of solutions of the system of equations (1) for arbitrary values of the parameters  $\alpha$  and  $\beta$ . It is shown that the system has solutions for all values of the parameters  $\alpha$  and  $\beta$  if the function  $f(x)$  is continuous and has a bounded derivative.

2. In the second part of the paper the problem of the existence of solutions of the system of equations (1) for arbitrary values of the parameters  $\alpha$  and  $\beta$  is solved. It is shown that the system has solutions for all values of the parameters  $\alpha$  and  $\beta$  if the function  $f(x)$  is continuous and has a bounded derivative.

3. In the third part of the paper the problem of the existence of solutions of the system of equations (1) for arbitrary values of the parameters  $\alpha$  and  $\beta$  is solved. It is shown that the system has solutions for all values of the parameters  $\alpha$  and  $\beta$  if the function  $f(x)$  is continuous and has a bounded derivative.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, November 22nd, at 4 p. m.

Present -

|                                 |            |
|---------------------------------|------------|
| The Chairman (Colonel Phillips) | Mr. Gordon |
| The Chancellor                  | Mr. Kelly  |
| The President                   | Mr. Burns  |
| Mr. Morrow                      |            |

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

|                |               |
|----------------|---------------|
| Mr. Bryce      | Dr. Neilly    |
| Mr. LaBine     | Mr. Duncan    |
| Hon. Dr. Bruce | Mr. Ross      |
| Dr. Johnson    | Mr. McCullagh |
| Mr. Rogers     | Dr. Macdonald |

The minutes of the last meeting were presented, and -

Upon motion of the President,  
Seconded by Mr. Burns,

were approved.

The minutes of the meeting of the Executive Committee held on Friday, November 16th, at the York Club, were presented.

Arising out of the minutes the following matters were dealt with:-

Upon motion of the President,  
Seconded by Mr. Burns,

the report of the McCharles Prize Committee of July 4th, 1945, was approved as follows:-

Approval  
of Report  
of the  
McCharles  
Prize  
Committee



McCharles  
Prize Com-  
mittee  
Report  
(Cont'd)

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Sincoe Hall, on Wednesday, July 4th, 1945, at 4 p.m., at which the following were present:-

Professor E. F. Burton

(in the Chair)

Hon. Mr. Justice Laidlaw

Mr. W. E. Segsworth

Professor H.E.T. Haultain

The Bursar was present as  
Secretary.

It was moved by Hon. Mr. Justice Laidlaw,

Seconded by Professor Haultain,

That the recommendation of Dr. T. H. Hogg for the award of the McCharles Prize to Mr. Wills MacLachlan be not concurred in.

Your Committee is of the opinion that the nature of Mr. MacLachlan's contribution did not fall within the conditions of the Trust.

Respectfully submitted,

(Sgd) E. F. Burton,  
Chairman of Committee.

(Sgd) C.E. Higginbottom,  
Secretary."

July 4th, 1945.

Memorandum  
from the  
McCharles  
Prize  
Committee

The following Memorandum from the

McCharles Prize Committee was considered:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

During the discussion of the most recent application put in for the McCharles Prize, the Committee were impressed with the difference there is between the statement of the conditions actually taken from the bequest, and the items of the methods of award outlined by the Board of Governors. Of the items laid down by the Board of Governors, there is, of course, no criticism of those numbered 1, 2, 4, 5, and 7, namely:-

1. The title shall be the McCharles Prize.
2. The value of the Prize shall be One Thousand Dollars (\$1,000.00) in money.
4. Every candidate for the Prize shall be proposed as such in writing by some duly qualified person.  
A direct application for a Prize shall not be considered.
5. No Prize shall be awarded for any discovery or invention unless the same shall have been proved to the satisfaction of the awarding body, to possess the special practical merit indicated by the terms of the bequest.
7. The composition of the awarding body shall be as follows:-



Memorandum  
from the  
McCharles  
Prize  
Committee  
Cont'd)

An expert in Mineralogy  
An expert in Electricity  
An expert in Physics

and four other persons. All of the members of this body shall be nominated by the Board of Governors of the University of Toronto.

In the case of item 3, defining the meaning of Canadian, the Committee considered that this matter should be left to the McCharles Committee to decide in any specific case, e.g., the definition laid down says that the candidate must be born in Canada, but the Committee felt that if a person domiciled in Canada was a British subject and had been brought to Canada at such an age that practically all his education was obtained in Canada, he should be eligible for the Prize.

However, the main points which the Committee would like to have drawn to the attention of the Board of Governors has to do with the outline of item 6. In order to draw your attention specifically to the divergencies involved, we are submitting the accompanying sheet in which the wording of the bequest and the interpretation of the Board of Governors are typed side by side.

After full consideration of this point, the Committee wishes to recommend to the Board that items 3 and 6 of their interpretation be deleted from the announcement of the McCharles Prize.

#### Original Bequest

- (1) To any Canadian from one end of the country to the other, and whether student or not, who invents or discovers any new and improved process for the treatment of Canadian ores or minerals of any kind, after such process has been proved to be of special merit on a practical scale;
- (2) or for any important discovery, invention or device by any Canadian that will lessen the dangers and loss of life in connection with the use of electricity in supplying power and light;
- (3) or for any marked public distinction achieved by any Canadian in scientific research in any useful practical line.

#### Board of Governors' Interpretation

- (6) The order of priority in which the three cases stand in the wording of the bequest shall be observed in making the award; that is, the award shall go caeteris paribus to the inventor of methods of smelting Canadian ores; and, failing such inventions, to the inventor of methods for lessening the dangers attendant upon the use of electricity; and only in the third event, if no inventors of sufficient merit in the field of metallurgy and electricity present themselves, to the inventor distinguished in the general field of useful scientific research.

(Sgd) C. E. Higginbottom,  
Secretary.

(Sgd) E. F. Burton,  
Chairman of Committee"

July 4th, 1945.



Memorandum  
of the  
McCharles  
Prize  
Committee  
(Cont'd)

After discussing the contents of the above Memorandum the Secretary was instructed to request the Committee to submit a draft recommendation regarding the meaning of "Canadian", and eligibility for the Prize.

Report No.2  
of the  
McCharles  
Prize  
Committee  
deferred

Report Number 2 of the McCharles Prize Committee of October 12th, 1945, which included a recommendation regarding publicity as to the availability of the Prize, was deferred for consideration pending a definite recommendation from the Committee in connection with eligibility.

Hart House  
Committee  
Report  
approved

Upon motion of the President,  
Seconded by Mr. Morrow,  
the following report of the Hart House Committee was approved:-

"Report to the Board of Governors of the Hart House Committee:-  
Gentlemen:-

Your Committee held a meeting in the Board Room, Simcoe Hall, on Monday, 29th October, 1945. The meeting was called to consider the Auditor's Report on Hart House for the financial year July 1st, 1944, to June 30th, 1945.

Auditor's Report for the year 1944-45

The following is a summary of the financial operation for the year:-

|             |                       |
|-------------|-----------------------|
| Revenue     | - \$204,565.03        |
| Expenditure | - 228,755.03          |
| Loss        | - <u>\$ 24,190.00</u> |

Mr. Cowan pointed out that \$2,700.00 in fees for one hundred and fifty men in the Faculty of Applied Science, and seventy-five men in the Faculty of Arts who had entered the University in April 1945, had not yet been received by the Bursar at June 30th, 1945, and consequently did not appear in the Financial Statements for 1944-45. If this amount had been included in the Statements, the loss for the year would have been -

|                          |                     |
|--------------------------|---------------------|
| Loss as per Statements   | - \$ 24,190.00      |
| Less fees later received | - 2,700.00          |
|                          | <u>\$ 21,490.00</u> |

The total number of meals served during the year was 235,468 compared with a total of 562,673 in 1943-44.

|                |                |                |
|----------------|----------------|----------------|
|                | <u>1944-45</u> | <u>1943-44</u> |
| Regular Meals  | 235,468        | 245,841        |
| R.C.A.F., Navy |                | 316,832        |
|                | <u>235,468</u> | <u>562,673</u> |



Hart House  
Committee  
Report  
(Cont'd)

The reduced numbers who were served meals was coupled during the year with a steadily rising labour cost in the Dining Hall Department. This was accompanied by the loss of fees due both to the R.C.A.F. being no longer stationed in the University, and to the lowest undergraduate registration in many years.

Murray and Harold Wrong Memorial Trust

Mr. H. Borden raised the question of the \$25.00 commission charged by the National Trust Company Limited on the Murray and Harold Wrong Memorial Trust Fund. (pages five and six of the Auditor's Report). This matter is to be looked into further by Mr. Bryce.

Disposition of Surplus, and Safekeeping of Bonds

The question of what was done with the annual surplus of Hart House was asked, and also the question of the safekeeping of bonds which form part of the depreciation reserves of Hart House arose. No action was taken in this matter until the Committee had examined the deed of gift to determine what powers it conferred.

Conversion of Bonds

Approval was given for the conversion of \$5,000.00 3% 1954 War Bonds, and \$10,000.00 3% 1957 War Bonds, which would net Hart House a premium of \$445.00, the proceeds from this sale to be re-invested in bonds of the Ninth Victory Loan.

All of which is respectfully submitted.

(Sgd) R. A. Bryce,

November 5th, 1945.

Chairman."

Recommendations by the President

Recommendations by the President were approved as follows:-

Appointments

Appointments:

Faculty of Arts:

L. Gilchrist

- Professor Emeritus of Geophysics, from July 1, 1945.

Faculty of Medicine:

M. H. Brown

- Professor of Hygiene and Preventive Medicine from Nov. 1, 1945 \$1,100 a year

School of Hygiene:

M. H. Brown

- Director of Field Training from Nov. 1, 1945 \$2,900 " "

Ajax Division:

G. L. Court

- Deputy Bursar, from Dec. 1, 1945 \$4,500 " "

J. Shortreed

- Deputy Superintendent, from Dec. 1, 1945 \$4,500 " "

Additional appropriations

Additional appropriations for 1945-46:

Faculty of Medicine:

Hygiene and Preventive Medicine:

"Salaries" - Professor M. H. Brown - \$1,100  
Fellow to be appointed- 1,000

\$2,100

Faculty of Applied Science:

School of Architecture:

"Supplies"

275

Ontario College of Education:

Vocational Guidance Centre:

"Material and Supplies"

\$25,000



Other recommendations by the Presi-

dent were approved as follows:-

Knox Col-  
lege ad-  
mitted to  
Health  
Service

That the request of Knox College, to be admitted to the privileges of the University Health Service, be granted.

Course in  
Institu-  
tional  
Management  
approved

That at the request of the Ontario Minister of Planning and Development, a Course in Institutional Management be established in the Department of University Extension and Publicity as follows:-

1. The course to commence on January 7th, 1946, and continue until the end of April; the fee for this part of the course to be \$125 per student.

The second session of the course to commence on the first Monday of October 1946 and continue until the end of April of the next year; the fee for this Session to be \$200.

2. In addition to the fee of \$200 per session for the course, the incidental fees will be - Students' Administrative Council \$4.00; Health Service \$ 5.00, making the total fees per session as follows:-

|                                  |   |              |
|----------------------------------|---|--------------|
| Tuition                          | - | \$200        |
| Students' Administrative Council | - | 4            |
| Health Service                   | - | 5            |
| Total                            | - | <u>\$209</u> |

It is understood that any deficit from the course will be met by the Provincial Government.

Invitation  
to be sent  
to Deans,  
Directors,  
etc., to  
attend cer-  
tain meet-  
ings of  
the Board

The President brought up the question of inviting Deans, Directors and Heads to attend certain meetings of the Board for the purpose of presenting statements relating to the work, plans and objectives of their respective divisions. After considering the matter it was agreed that a trial might be given at one meeting, and that the details of the arrangements in this connection would be left with the Chairman and the President.

Change in  
name of  
"Ajax  
Division"  
to be  
considered

In connection with the President's reference to a change in the name of the "Ajax Division", this matter was referred to the Chancellor, the Chairman and the President for consideration and report.

registra-  
tion  
summary

The President gave a summary of the registra-  
tion to date.

approval  
of the  
Bursar's  
recommendations  
of two  
members  
of his  
staff  
returned  
from war  
leave

The Board approved of the following recom-  
mendations of the Bursar regarding the return from War Leave of two  
members of his staff:-

|                 |   |
|-----------------|---|
| John Prince     | - Bookkeeper, Accounts Branch, reported for<br>duty November 12, 1945 - increase in<br>salary from \$1,100 to \$1,500 per annum |
| Murray Holditch | - Bookkeeper, Accounts Branch, reported for<br>duty November 9, 1945 - increase in<br>salary from \$1,100 to \$1,500 per annum  |

statute  
of Senate  
on Physic-  
al & Health  
Education

Approval was given to Statute of Senate  
Number 1722 respecting the representation of the School of Physical  
and Health Education upon the Senate.

Recommendations of the Executive Committee  
were approved as follows:-

Fees of  
Mr. R.J.  
Neale  
deferred  
future de-  
ferment  
of fees  
Bursaries  
in Applied  
Science

1. That the balance of fees for this Session for Mr. R. J. Neale,  
II Year Chemical Engineering, who is in an extremely diffi-  
cult financial situation, be deferred on the understanding  
that the results of the annual examinations in April be  
withheld from him until all indebtedness to the University  
is paid.
2. That in future applications for deferment of fees, the Presi-  
dent be given power to act.
3. That Bursaries in the Faculty of Applied Science and Engin-  
eering be awarded as follows for 1945-46:-  
(a) First Year (Special Session at Ajax):  

|               |   |            |
|---------------|---|------------|
| J. B. Farrell | ) |            |
| N. Hayman     | ) |            |
| R. Hyer       | ) | \$180 each |
| D. Peregrine  | ) |            |
| H. R. Warren  | ) |            |

  
 (b) Second Year:  

|              |   |       |
|--------------|---|-------|
| D. C. Hubble | - | \$100 |
|--------------|---|-------|
4. That in connection with the construction of the proposed new  
Chemistry building, the Property Committee be instructed to  
request the Superintendent to obtain as soon as possible the  
requirements of the departments, and to call for tenders,  
in order that representations may be made to the Provincial  
Government at the earliest possible date for funds for this  
building.
5. That the Superintendent be instructed to engage Architects to  
prepare plans for additions to the Physics building in order  
to obtain an estimate of the cost of the same.

Proposed  
new  
Chemistry  
building

Additions  
to Physics  
building



Additional accommodation for increasing number of students

Plans for new School of Nursing to be considered

Enquiry regarding in what direction the University will be expanding

6. That there be referred to the Property Committee for early consideration the serious situation reported by the President in connection with additional accommodation needed to take care of the increasing number of students registered at the University, and also those attending Ajax, and from other sources, who will be taking their senior years at Toronto Campus.
7. That in connection with the proposed new School of Nursing which, it was mentioned, would be used chiefly as a residence and in which little teaching would be done, the Property Committee be instructed to consider at an early date the plans for this building, such as location, size, etc.

Mr. Burns informed the Board that the Fraternity of which he was a member, located on St. George Street, were contemplating building a memorial, and he was desirous of ascertaining the direction in which the University would likely be expanding. It was suggested that he consult the Chairman of the Property Committee, Mr. Vaughan, in this connection.

Communications were presented and dealt with as follows:-

Special Session in Faculty of Arts authorized

From the Registrar transmitting the following resolution of the Council of the Faculty of Arts regarding a Special Session in Arts, which was adopted by the Senate:-

That the Faculty of Arts establish a Special Session beginning on or about April 15, 1946, for ex-service students who wish to enter the University; that in this Special Session those First Year courses and subjects be offered in which, in the judgment of the Council, it is possible to provide adequate instruction and examination.

This resolution was approved by the Board.

Remission of fees to an Exchange Student

Also from the Registrar transmitting a recommendation of the Senate that the same remission of fees as had been granted to Exchange Students in the past be allowed to Miss I. R. Steiner, an Exchange Student from the University of British Columbia, registered in the Faculty of Arts, and approval was given in this case to a remission of fees as follows:-

|                        |                   |
|------------------------|-------------------|
| Tuition                | - \$150.00        |
| Library and Laboratory | - 10.00           |
| Examination            | - 10.00           |
| Total                  | - <u>\$170.00</u> |



From the Hon. W. H. Thompson, Ontario Minister of Lands and Forests, transmitting an Order-in-Council setting aside for the use of the University of Toronto, for the purpose of providing additional training ground for its graduate and undergraduate body, an area of approximately 6,000 acres, situate in the Township of Ridout, District of Muskoka. This additional gift from the Province for the University Forestry Camp was accepted with sincere thanks and appreciation, on the understanding that this area will be managed under the provisions of the agreement between the Governors of the University and his Majesty, the King, dated June 27th, 1944, and shall form part of the area as set aside in this agreement for the purpose as set out therein; further, that although the Crown will withhold this area from disposition for agricultural use, it reserves the right to sell or lease land suitable for Summer Resort purposes and Special Use. The Bursar informed the Board that Dean Cosens would prepare a complete memorandum for the next meeting covering the total area donated by the Government for the Forestry Camp.

From the Comptroller, Connaught Laboratories, transmitting Amendment No. 1 to contract dated March 15th, 1944, in connection with the production of Penicillin for the Dominion Government, and

Upon motion of Mr. Morrow,  
Seconded by Mr. Gordon,

this document was approved for signature on behalf of the Governors.

From Dr. J. K. W. Ferguson, Head of the Department of Pharmacy and Pharmacology, advising that he had been appointed Honorary Secretary-Treasurer of the Banting Research Foundation in succession to the late Dr. V. E. Henderson.

From Miss Winnifred Rose conveying the thanks of her sister and herself for the copy of the resolution passed by the Board on the death of their brother, the Honourable Chief Justice Rose.

Gift from  
Provincial  
Government  
of addi-  
tional  
area for  
University  
Forestry  
Camp

Approval  
of amend-  
ment to  
contract  
regarding  
produc-  
tion of  
Penicillin  
by Con-  
naught  
Laborator-  
ies

Dr. J.K.W.  
Ferguson  
appointed  
Hon. Sec-  
Treas.,  
Banting  
Research  
Foundation

Letter of  
thanks  
from Miss  
W. Rose



Letter of  
thanks from  
Mrs. Sidney  
Smith for  
flowers

From Mrs. Sidney Smith expressing thanks for the flowers  
sent her on the occasion of President Smith's installation.

Financial  
Statements  
and  
Accountable  
Warrant

The Bursar presented the Financial  
Statement and Comparative Revenue and Expenditure Statement for  
the month of October; also his Estimate, under By-Law No. 20,  
of the amount required to defray Current Expenditure for the  
month of December.

Upon motion of Mr. Gordon,  
Seconded by Mr. Morrow,

it was ordered that an Accountable Warrant for Four Hundred  
Thousand Dollars (\$400,000.00) be issued to the Bursar.

Result of  
Ninth  
Victory  
Loan  
Campaign

The Bursar also reported the re-  
sult of the Ninth Victory Loan Campaign at the University as  
follows, showing the comparison with the Eighth Victory Loan:-

| <u>Eighth Victory Loan</u>  |                    |               | <u>Ninth Victory Loan</u> |                  |
|---|--------------------|---------------|---------------------------|------------------|
| <u>Employees' Purchases</u>   |                    |               | Applic-                   |                  |
|   | <u>Application</u> | <u>Amount</u> | <u>ation</u>              | <u>Amount</u>    |
| Academic  | 337                | \$220,250     | 362                       | \$157,200        |
| Administrative  | 454                | 42,800        | 607                       | 91,200           |
|   | 791                | \$263,050     | 969                       | \$248,400        |
| Connaught Laboratories  | 741                | 64,350        | 578                       | 62,250           |
|   | 1,532              | \$327,400     | 1,547                     | \$310,650        |
| <u>University Purchases</u>   |                    |               |                           |                  |
| (Including \$100,000<br>of Connaught Labor-<br>atories for the<br>Ninth Victory Loan) |                    |               |                           |                  |
|   |                    |               |                           | \$400,000        |
|   |                    |               |                           | <u>\$710,650</u> |
|   |                    |               |                           | <u>\$258,000</u> |
|   |                    |               |                           | <u>\$585,400</u> |

Donations -

The following donations were re-  
ported and were accepted with thanks and appreciation:-

Payment  
under  
settlement  
agreement  
re W. P.  
Firth Estate;  
terms for  
loans to  
students  
referred to  
Special  
Committee

A cheque for \$14,000.00 from Mrs. Ella R. Firth, repre-  
senting the amount due under the settlement agreement of July  
3rd, 1945, in lieu of the bequest in the Will of her husband,  
the late Wm. P. Firth, of property at Go Home Bay and \$20,000  
for its maintenance.

The report recommending the acceptance of this sum was  
previously approved by the Board, and the terms of the report,  
including disposition of the money for loans to students,  
were referred back to the Special Committee appointed in the  
matter for consideration and recommendation regarding the  
points raised in the report; the Committee being given power  
to add another member, if it so desired, in view of the death  
of one of its members, Chief Justice Rose.



Part  
payment  
of bequest  
from John  
Fraser Gray  
Estate for  
scholarships  
in Honour  
History

A cheque for \$937.80 from Mr. George L. Gray, representing part payment of a bequest to the University of Toronto under the Will of his son, John Fraser Gray, a former student in the Modern History Course, who enlisted in the R.C.A.F. and died in England in June, 1944.

The Governors were extremely sorry to learn of the death of Mr. Gray, and referred to the Senate for consideration the following terms of award previously transmitted by the late Mr. Gray for the scholarship which it was his desire should be established from the bequest:-

"I desire that, with every \$500 or portion thereof of the Estate, a scholarship be given to a student in the Honour Modern History Course, chosen at the discretion of the faculty of the Department of History and of my father, George L. Gray, 44 Glendonwynne Rd., Toronto, on the grounds of outstanding intellectual ability, true Christian integrity, and of high future promise; the award to be made at that point in the student's course when his or her possibilities are realized."

In writing to the President Mr. Gray's father stated that the remainder of the bequest, \$1,200 in bonds, was with the Canadian Bank of Commerce and would be forwarded by the Bank upon instructions from the University. Mr. Gray also indicated that he may be able to increase the amount of the gift to \$3,000 to the end that there would be in the neighbourhood of a yearly income of \$100.00.

Donations  
(Cont'd)

National Research Council Grants:

|            |             |  |
|------------|-------------|--|
| \$6,000.00 | for Project | on Yaw of Shells, Dr. E. F. Burton, Physics                        |
| 2,000.00   | " "         | E.E.1-9, Dr. G. F. Wright, Chemistry                               |
| 750.00     | " "         | D.R.2, Dr. G. H. W. Lucas, Pharmacology                            |
| 300.00     | " "         | on Yield of Lake Ontario Whitefish, Dr. W. J. K. Harkness, Zoology |
| 300.00     | " "         | on Plankton Studies, Dr. R. R. Langford, Zoology                   |
| 187.42     | " "         | on Studies of Domestic Rubber Plants, Dr. G. H. Duff, Botany       |

Miscellaneous Donations:

|            |   |   |
|------------|---|---|
| \$4,000.00 | annually for two years                  | granted by the Nutrition Foundation of New York for research work under Dr. H. O. L. Fischer, Organic Chemistry, entitled "Relation of Carbohydrates to Inositols". |
| 450.00     | from Toronto General Trusts Corporation | to cover award of Sir Edmund Walker Scholarships payable in 1945-46   |
| 250.00     | "                                       | two donors for credit of Class of Medicine 1924 War Service Scholarship   |
| 250.00     | "                                       | Canadian Breweries Limited to cover the O'Keefe Award in Commerce & Finance for 1945-46   |
| 200.00     | in Dominion of Canada 3% Bonds          | from St. Margaret's College Alumnae Association for credit of their Scholarship   |
| 150.00     | from Mr. Jule Allen                     | in payment of the Jule Allen Award for the Session 1945-46  |
| 150.00     | "                                       | Mr. Percy Hermant for first instalment of the Percy Hermant Scholarship for 1945-46   |
| 75.00      | "                                       | the U.T.S. Parents' Association to cover award of their scholarship in Form IA, payable in 1945-46  |
| 30.00      | "                                       | Mr. Gilbert D. Kennedy, personal donation, to cover the Graduates' Scholarship in Law for 1945-46.  |



Offer of a scholarship from the Big Sister Association referred back for reconsideration of terms of award

The offer of a scholarship of \$350 from the Big Sister Association for the School of Social Work was referred back to Dr. Cassidy for reconsideration of the following conditions of award contained in a letter from the Association's Secretary, with special reference to the student who wins it agreeing to take her first position with the Association:-

"The Big Sister Association of Toronto offers this scholarship to a second year student of merit and promise interested in work for teen-age girls. A condition of the scholarship is that the student who wins it agrees to take her first position with the Big Sister Association if such a position is offered."

Question of members of staff soliciting funds for their departments to be brought up at next meeting

In connection with donations, the Bursar drew attention to the decision of the Board at their meeting on March 23rd, 1944, dealing with members of the staff soliciting funds for their respective departments, and he was requested to bring this matter up at the next meeting.

Toronto Conservatory of Music Committee Report

The Chairman explained the contents of the following report of the Toronto Conservatory of Music Committee, and it was then taken as read:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that in view of the fact that Dr. Edward Johnson was expected in the City on Friday, November 9th, 1945, a meeting of your Committee was held on that day in the Board Room, Simcoe Hall, at which the following were present:-

|                           |              |
|---------------------------|--------------|
| The Chairman of the Board | Mr. Bishop   |
| (Colonel Phillips)        | Mr. Chalmers |
| The Chancellor            | Mr. James    |
| The President             |              |
| Mr. Borden                |              |
| Dr. Johnson               |              |
| Mr. Duncan                |              |

The Bursar was present as Secretary.  
Colonel W. E. Phillips, Chairman of the Board, took the Chair.



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onserva-  
ory of  
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ommittee  
eport  
Cont'd)

The Chairman reviewed briefly the development of Conservatory-University relations, stressing the simple fact that the intentions of the Act of 1919 have not been effectively implemented. There was no necessity to seek for any underlying reasons, but it was sufficient to stress the fact that the Board of Governors were concerned that their responsibilities under the Act were effectively discharged.

To make possible an effective discharge of these responsibilities, a radical clarification of the relationship of the Conservatory to the University was necessary, and previous discussions had been directed to this end.

The view of the Board of Governors of the University was clearly summarized in a resolution setting out the responsibilities of the Conservatory of Music Committee. In the earlier discussions the Board concluded that a surrender of the Conservatory Charter was essential. After an extended exchange of views on this point the Board of Governors was now prepared to abandon for the time being any question of the surrender of the Charter.

The views of the University Solicitor as set forth in a letter were discussed in detail, and it was agreed without dissent that the objective of the Board of Governors of the University could be readily achieved by continuing the existence of the Conservatory as a corporation, and agreeing to the right of the Board of Governors of the University to appoint a Conservatory Committee with the general responsibilities, authority and objectives as set forth in the resolution. This would involve a general revision of the present by-laws of the Conservatory, and it was agreed that this would be undertaken forthwith, and that the present Conservatory Board with the least possible delay would revise their by-laws, etc., as might be required to give effect to the agreement.

Dr. Edward Johnson outlined in brief and clear terms his views on the future of the Conservatory, and it was quite obvious that these views and hopes were equally shared by all present.

After discussion, Dr. Johnson was elected Chairman of the Conservatory Committee and took the Chair. After discussion, Mr. Bishop was elected Vice-Chairman.

It was agreed that the Committee which was to be appointed by the Board would be known as the Conservatory Committee, and that all concerned would take such steps as were necessary to appoint the personnel at present constituting the administrative committee of the Conservatory.

There was some discussion as to the creation of a Board of Regents. It was emphasized in the clearest possible terms that the administrative structure of the Conservatory must be created within the responsibility of the Committee, and the form it would take would be determined by the Committee itself in future meetings. It was, however, agreed that Mr. Chalmers and Mr. Bishop in discussion with their colleagues on the present Board of Governors of the Conservatory might go so far as to indicate that those members of the old Board who were not to be members of the new Committee might look forward to an appointment on the Board of Regents which would possibly be created.

There was extended discussion on certain administrative details, for example, an omnibus conveyance to the University covering such assets as had not previously been transferred. It was agreed that this was an administrative matter to be discussed by the Committee, but it was clearly implied that as a practical matter current leases might still remain in the name of the Conservatory.



Toronto  
Conservatory of  
Music  
Committee  
Report  
(Cont'd)

It was agreed that the publicity in connection with the appointment, and particularly the Chairmanship of the Committee by Dr. Johnson, would be left in the hands of Mr. Chalmers, who would communicate as might be necessary his views and material to Dr. Sidney Smith some time within the next three weeks, and that such publicity as was agreed upon between them would be issued in the name of the University.

It was agreed that the responsibility of the Board of Governors in initiating and carrying through the negotiations which now appeared to have come to a completely harmonious and satisfactory end was now largely terminated, and that their active interest in the Conservatory would, it is hoped, in the future be exclusively expressed through the Conservatory Committee, and that following this principle the alterations and new by-laws to be prepared by the Conservatory would be arranged by Mr. Bishop and Mr. Chalmers by direct contact with the solicitor.

It was agreed that the publicity should follow the approval of the draft of the new by-laws and that the outline of such an understanding should be communicated on behalf of the University to the solicitor.

A motion expressing the deep appreciation of all present to Mr. Bishop and Mr. Chalmers for their untiring work on behalf of the Conservatory was agreed to.

Respectfully submitted,

(Sgd) Edward Johnson,  
Chairman of Committee

(Sgd) C. E. Higginbottom,  
Secretary."

November 9th, 1945.

Ajax Committee  
Report  
No. 4

Upon motion of Mr. Burns,

Seconded by Mr. Morrow,

the following report Number 4 of the Ajax Committee was approved:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Thursday, November 15, 1945, at 4 p.m., at which the following members were present:-

The President (in the Chair)

The Chancellor

The Chairman of the Board,

Col. W. E. Phillips

Mr. P. A. Bryce

Mr. C. F. W. Burns

The Bursar, Mr. C.E.Higginbottom

Mr. G. L. Court

Dean C. R. Young

The Superintendent, Mr.A.D.LePan

The Asst. Supt., Mr. W. H. Bonus

The Director of Ajax,

Mr. J. R. Gilley

also present - Mr. J. Shortreed, Assistant,  
Superintendent's Office.

The Chairman welcomed the Chancellor, who was making his first appearance at an Ajax Committee meeting.

In view of the proposed visit to Ajax on Thursday, November 15, 1945, at 12:30 p.m. having been cancelled, it was planned to visit the Division on Saturday, November 17th, with members of the staff being invited to attend. It was suggested that members of the Ajax Committee might go along.



jax Com-  
 ittee  
 report  
 p. 4  
 Cont'd)

It was moved by Dean Young,  
 Seconded by Mr. Gilley,  
 And Approved -

That the report of the last meeting of the Committee held on Tuesday, October 30th, be approved.

#### Academic Report

Dean Young gave the Academic Report, stating that the employment of the Academic Staff for Ajax was proceeding satisfactorily.

#### Estimates - Operating Departments and Director's Office.

Mr. Gilley, Director of Ajax Division, presented the estimates for operating departments and the Director's Office. These estimates included the rates to be charged for meals and rooms both for students in residences and staff in the Staff Hotel.

It was moved by Mr. Bryce,  
 Seconded by Colonel Phillips,  
 And Approved -

That the rates to be charged for residence dues, including meals, from Monday breakfast to Saturday noon inclusive, for the first Session, except during the holiday period, should be as follows:-

1. If paid in one instalment at time of registration - \$270.00
2. Payments may be made in six instalments, the first of - 72.00  
 payable on registration, and five instalments of - 40.00  
 payable on the 4th of each month commencing March 4, 1946.

Permission was granted to publish these rates to the students immediately.

It was decided to refer back for further consideration the name to be given to the building now designated as 'Gate House' and which is to be used to provide similar services to those provided by Hart House on the Toronto Campus.

It was decided that the Press Committee of the Board of Governors should be consulted concerning the Ajax Press and Book Department.

The question of inclusion of the Students' Administrative Council estimates was referred back. It was felt that these estimates should not be included in the figures for the Ajax Division.

It was moved by Mr. Bryce,  
 Seconded by Mr. Burns,  
 And Approved -

That subject to the foregoing provisions the estimates presented by Mr. Gilley be approved. These estimates are summarized in Appendix A.

#### Superintendent's Report

The Superintendent presented his report concerning estimates of Capital Expenditures for Construction, Improvements and Equipment, and of Operating Expenditures covering the various Superintendent's utilities. He also presented a statement concerning the proposed Laundry and the Public Service Garage.

#### Public Service Garage

It was moved by the Superintendent,  
 Seconded by Mr. Bryce,  
 And Approved -

That the University Solicitor be directed to negotiate a lease with the present lessee of the Public Service Garage from Defence Industries Limited at the present rental of \$50.00 per month.



Ajax Com-  
mittee  
Report  
No. 4  
(Cont'd)

### Laundry

It was moved by Colonel Phillips,  
Seconded by Mr. Bonus,  
And Approved -

That the Ajax Division operate a Laundry in the former line kitchen, the equipment from General Engineering Limited being obtained on a loan basis. This motion is based on the Superintendent's recommendation that such a laundry can be made profitable and will provide a better service than can otherwise be obtained, and on the Superintendent's statement that he considered that the profit on the operation of the Laundry over one or two years would pay for the Capital cost of the installation of the equipment and of the necessary alterations to the building.

It was moved by Colonel Phillips,  
Seconded by Mr. Bryce,  
And Approved -

That the Superintendent's Estimates of Capital Costs and Operating Expenditures be approved. These may be summarized as follows:-

|   | <u>Construction<br/>Cost</u> | <u>Furnishings &amp;<br/>Equipment in part</u> |
|---|------------------------------|--|
| Administration, housing,<br>hospital and transportation                           | \$151,319.00                 | \$ 28,350.00                                   |
| Teaching  | 220,908.00                   | 77,990.00                                      |
| Special Services - Cafeteria,<br>Laundry, etc. (including Hart<br>House \$42,000) | 87,146.00                    | 25,000.00                                      |
| Physical Education  | 21,500.00                    |  |
|   | <u>\$480,873.00</u>          | <u>\$131,340.00</u>                            |

|                             |                     |
|-----------------------------|---------------------|
| Construction Costs as above | \$480,873.00        |
| Furnishings and Equipment   | 131,340.00          |
| Contingencies 6%            | 37,787.00           |
|                             | <u>\$650,000.00</u> |

Operating Expenditures to June 30, 1946, including  
the Superintendent's Office, Superin-  
tendent's Utilities, Residences and  
Post Office \$455,800.00

Note - Anticipated credits against this expenditure amount to \$187,900.00 including rental of Students' Residences and amounts charged to outside organizations for services rendered.

It should be pointed out that included in the above capital costs are the amounts already authorized as follows:-

|  |                     |
|--|---------------------|
| Cafeteria Building alterations, addition and<br>Equipment      | \$ 37,000.00        |
| Two Athletic Fields, Three Hockey Cushions<br>and Skating Area | 18,000.00           |
|  | <u>\$ 55,000.00</u> |

### Bursar's Report

The Bursar pointed out the necessity of the departments clearly indicating to the Suppliers that invoices were to be charged to the "Ajax Division" of the University and not to the University proper.



Ajax Com-  
mittee  
Report  
No. 4  
(Cont'd)

The Bursar pointed out that both office and living accommodation would have to be provided for a staff of one or two of the Department of Veterans' Affairs at Ajax.

The Bursar also presented a letter from Irish & Maulson Limited quoting rates on Public Liability Insurance for the Ajax Division as follows:-

'We have secured a quotation from a reliable Insurance Company to cover your legal liability to the public with limits of \$25,000 for injuries or death to any one person, and \$50,000 for any one accident; and \$5,000 for damage to the property of the public, solely in regard to your leased premises only at Ajax, Ontario. The teaching staff and students will be considered the public under this insurance.

The annual premium for the above limits will be \$200 or \$500 for three years. To increase the Public Liability limits to \$50,000/\$100,000 would involve an additional premium of \$25.00 per annum or \$62.50 for three years. Property Damage limit can be increased to \$10,000 on the same ratio as applying to the Public Liability."

It was moved by Mr. Bryce,  
Seconded by Colonel Phillips,  
And Approved -

That the Committee recommend that the Board give favourable consideration to Public Liability Insurance for Ajax Division.

#### Estimate of General Administrative Expenses

It was moved by Dean Young,  
Seconded by Mr. Burns,  
And Approved -

That the estimates of General Administrative Expenses (not including the Director's and Superintendent's Offices already approved above) as presented by Mr. Court, be approved. These are summarized as follows:-

|   |                    |
|---|--------------------|
| Capital Expenditures  |                    |
| Alterations and improvements  | \$ 4,000.00        |
| Equipment (including one accounting machine of the same type as used in Toronto, in order that records may be kept on same basis) | 3,000.00           |
| Operating Expenditures (including salaries of \$16,600)   | 20,100.00          |
|   | <u>\$27,100.00</u> |
| Other expenditures (including audit fees, law costs, unemployment insurance and other insurance)                                  | 7,500.00           |
| Estimated Expenditures as reported at last meeting  | <u>\$34,600.00</u> |
| Less alterations now included in Superintendent's Estimates   | 4,000.00           |
|   | <u>\$30,600.00</u> |
| Vacation Pay  | 3,000.00           |
| Pensions & Retiring Allowances  | 1,000.00           |
| Contingencies, General  | 5,000.00           |
|   | <u>\$39,600.00</u> |
| Rental of Ajax Property   | 25,000.00          |
|   | <u>\$64,600.00</u> |
| Capital Equipment   | - \$ 3,000.00      |
| Operating Expenditure   | - 61,600.00        |
|   | <u>\$64,600.00</u> |



Ajax Com-  
mittee  
Report  
No. 4  
(Cont'd)

#### Auditor's Report

Colonel Phillips presented to the meeting copies of the report by Messrs. Clarkson, Gordon, Dilworth and Nash, the University Auditors, containing recommended forms of Financial Statements, Organization and the responsibilities of the various officers of the Ajax Division. It was decided that this report should be considered in detail by the members of the Committee and that a special meeting might be called by the President to consider the report before the next meeting of the Board.

#### Academic Estimates

It was moved by Mr. Bryce,  
Seconded by Mr. Gilley,  
And Approved -

That the Estimates for the Academic Departments to June 30, 1946, as presented by Dean Young, be approved. These Estimates may be summarized as follows:-

|           |                            |
|-----------|----------------------------|
| Salaries  | - \$183,700.00             |
| Supplies  | - 42,200.00                |
|           | <u>\$225,900.00</u>        |
| Apparatus | - 90,800.00                |
|           | <u><u>\$316,700.00</u></u> |

The Bursar drew the attention of the Committee to the fact that the appropriation for \$100,000.00 previously authorized would shortly be exhausted, and it was suggested that the attention of the Board be drawn to the fact that additional financing would be necessary.

For your information a Summary of all estimates approved by your Committee appears as Appendix B.

All of which is respectfully submitted.

(Sgd) Sidney Smith,  
Chairman of Committee

(Sgd) C. E. Higginbottom,  
Secretary."

November 15, 1945.

Estimated Expenditure and Income of Cafeteria and Sundry Departments to June 30, 1946  
Capital Expenditures

|   | Alterations<br>and<br>Additions | Equipment          | Operating<br>Expenditures | Income              | Profit<br>and<br>(Loss) |
|---|---------------------------------|--------------------|---------------------------|---------------------|-------------------------|
| 1. Staff House                                  |                                 | \$ 500.00          | \$ 15,000.00              | \$ 15,000.00        | \$ .....                |
| 2. Cafeteria (Jan. 1st to June 30th, 1946)      |                                 |                    | 200,000.00                | 200,000.00          | .....                   |
| 3. Cafeteria (to Dec. 31st, 1945)               |                                 | 4,500.00           | 6,200.00                  | 4,700.00            | ( 1,500.00)             |
| 4. Circulating Library                          |                                 | 4,000.00           | 1,600.00                  |                     | ( 1,600.00)             |
| 5. Technical Library                            |                                 | 3,000.00           |                           |                     |                         |
| 6. University Press - Ajax                      | 1,050.00                        | 1,600.00           | 40,750.00                 | 45,500.00           | 4,750.00                |
| 7. Athletics                                    |                                 | 4,175.00           | 10,100.00                 | 3,800.00            | ( 6,360.00)             |
| 8. Hart House in Ajax (Gate House)              |                                 |                    |                           |                     |                         |
| House   |                                 | 14,900.00          | 12,300.00                 | 15,500.00           | 3,200.00                |
| Recreation Hall Equipment                       |                                 | 3,050.00           |                           |                     |                         |
| Tuck Shop                                       |                                 | 1,200.00           | 23,000.00                 | 25,000.00           | 2,000.00                |
| Barber Shop                                     |                                 | 950.00             | 3,400.00                  | 4,000.00            | 600.00                  |
| Cleaning and Pressing Shop                      |                                 | 850.00             | 1,100.00                  | 1,300.00            | 200.00                  |
| Shoe Repair Shop                                |                                 | 250.00             | 2,200.00                  | 2,300.00            | 100.00                  |
| Bowling   |                                 |                    | 1,700.00                  | 2,300.00            | 600.00                  |
| Billiards                                       |                                 | 600.00             | 1,400.00                  | 1,900.00            | 500.00                  |
| Motion Pictures                                 |                                 |                    | 2,400.00                  | 2,400.00            | .....                   |
| 9. Health Service (Jan. 1st to June 30th, 1946) |                                 |                    | 12,907.00                 | 8,523.00            | (4,384.00)              |
| 10. Health Service (to Dec. 31st, 1945)         |                                 | 600.00             | 2,000.00                  |                     | (2,000.00)              |
|   | <u>\$2,050.00</u>               | <u>\$40,175.00</u> | <u>\$336,117.00</u>       | <u>\$332,223.00</u> | <u>( \$3,894.00 )</u>   |

Director's Office  
Salaries and Expenses to Dec. 31st, 1945  
Expenses and Entertainment  
Salaries, Jan. 1st to June 30th, 1946

\$ 1,650.00  
4,250.00  
\$ 5,900.00

November 15th, 1945.

Bursar's Office.



UNIVERSITY OF TORONTO

Ajax Division

Appendix "B"

EstimatesSummary of Expenditures and Revenue to June 30, 1946Capital Expenditures

## Superintendent's Capital Estimates:

|               |                  |              |
|---------------|------------------|--------------|
| Construction  | \$480,873.00     |              |
| Equipment     | 131,340.00       |              |
| Contingencies | <u>37,787.00</u> | \$650,000.00 |

## Academic Departments:

|  |                  |                     |
|--|------------------|---------------------|
| Apparatus and Equipment  |                  | 90,800.00           |
| Cafeteria and Sundry Departments (not provided for in Superintendent's Estimates): |                  |                     |
| Alterations  | \$ 2,050.00      |                     |
| Equipment  | <u>40,175.00</u> | 42,225.00           |
| General Administration (Bursar's Office)   |                  |                     |
| Equipment  |                  | <u>3,000.00</u>     |
|  |                  | <u>\$786,025.00</u> |

Operating Expenditures

|                                      |                 |                  |
|--------------------------------------|-----------------|------------------|
| Superintendent's Operating Estimates | \$455,800.00    |                  |
| Academic Departments                 | 225,900.00      |                  |
| Cafeteria and Sundry Departments     | 336,117.00      |                  |
| General Administrative Expenses:     |                 |                  |
| Bursar's Office, etc.                | \$61,600.00     |                  |
| Director's Office                    | <u>5,900.00</u> | <u>67,500.00</u> |
|                                      |                 | \$1,085,317.00   |

Estimated Revenue

|  |                     |                      |
|--|---------------------|----------------------|
| Fees (based on 1,700 students)   | \$318,750.00        |                      |
| Dominion Government Grant for Veterans (based on portion of \$150 per student for 1,300 students)    | 156,000.00          |                      |
| Cafeteria and Sundry Departments' Revenue  | 332,223.00          |                      |
| Superintendent's anticipated credits (for residences, services provided outside organizations, etc.) | <u>187,900.00</u>   | <u>\$ 994,873.00</u> |
| Estimated Operating Deficit  |                     | <u>\$ 90,444.00</u>  |
| say  | <u>\$100,000.00</u> |                      |

November 15th, 1945.

Bursar's Office.

liability  
insurance  
coverage  
for Ajax  
Division

In connection with certain references in the foregoing report, the Board approved of the following:-

1. Liability Insurance:

The Policy covering Liability Insurance to include the higher amounts quoted in the report as follows:-

|   |            |
|---|------------|
| \$ 50,000 for injuries or death to any one person | ) 3-year   |
| 100,000 for any one accident                      | ) premium  |
| 10,000 for damage to property of the public       | ) \$625.00 |

2. Appropriation:

The amount of \$100,000.00 which the Bursar was authorized to spend in connection with Ajax was increased to \$300,000.00.

Increase in  
appropria-  
tion author-  
ized for the  
Bursar re  
Ajax Division

Liability In-  
surance for  
University  
proper to be  
discussed

It was decided to bring up at the next meeting of the Board the question of Liability Insurance for the whole University.

Upon motion of Mr. Morrow,  
Seconded by Mr. Gordon,

Resolutions  
passed in  
connection  
with the  
administra-  
tion of  
Ajax Division

the following resolutions were passed in connection with the administration of the Ajax Division:-

RESOLVED that the responsibility for the supervision and control of the administration and operation of the Ajax property as an extension to the general facilities of the University be vested in the President who is directly responsible to the Board.

RESOLVED that the following offices be created in connection with the administration of Ajax extension:

1. A Director, who shall be directly responsible to the President and shall have the responsibility and authority as may be delegated to him by the President within his own general responsibility.
2. A Deputy Bursar who shall be appointed by the Board and shall be resident at Ajax. He shall be directly responsible to the Bursar who shall, within the limits of his own authority, delegate to the Deputy Bursar such specific responsibilities and corresponding authority as are required for the effective fulfilment of his duties.
3. A Deputy Superintendent who shall be appointed by the Board and shall be resident at Ajax. He shall be directly responsible to the Superintendent who shall, within the limits of his own responsibility, delegate to the Deputy Superintendent such specific responsibilities and corresponding authority as are required for the effective fulfilment of his duties.

The specific delegation of responsibility as may be called for by the above shall be made in the closest collaboration with the President. The successful operation of Ajax will depend upon effective local direction which will demand the highest degree of cooperation with the Director, and through him with the President.

RESOLVED that the following appointments made on the recommendation of the President be and are hereby confirmed and ratified:-

|                       |                     |
|-----------------------|---------------------|
| Director              | - Mr. J. R. Gilley  |
| Deputy Bursar         | - Mr. G. L. Court   |
| Deputy Superintendent | - Mr. J. Shortreed. |



Congratu-  
lations on  
President's  
installa-  
tion

At the request of Mr. Burns the  
congratulations of the Board were extended to the President on  
the success of his installation ceremonies.

*Indexed  
m.B.*

Minutes confirmed.

*December 13<sup>th</sup> 1945*

The meeting adjourned at 6:07 p.m.

*B. Z. Phuir*  
Chairman

*C. Higgins*  
Secretary.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, December 13th, 1945, at 4 p. m.

Present -

|                                 |             |
|---------------------------------|-------------|
| The Chairman (Colonel Phillips) | Mr. Vaughan |
| The Vice-Chairman (Mr. Borden)  | Dr. Neilly  |
| The Chancellor                  | Mr. LaBine  |
| The President                   | Mr. Kelly   |
| Dr. Macdonald                   | Mr. Ross    |
| Mr. Justice Hope                |             |

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

|                   |                |
|-------------------|----------------|
| Mr. Gordon        | Mr. Morrow     |
| Hon. Dr. Ferguson | Hon. Dr. Bruce |
| Dr. Gibson        | Mr. Duncan     |
| Mr. Bryce         | Mr. Burns      |
| Mr. McCullagh     | Mr. Rogers     |

Welcome extended to Mr. Justice Hope

The Chairman extended a cordial welcome to Mr. Justice Hope, the new member of the Board.

Resolution in connection with the death of Mr. Justice Kelly

In connection with the death of Mr. Justice Kelly, a former member of the Board,

It was moved by the Chancellor, Dr. H. J. Cody,  
Seconded by Dr. D. Bruce Macdonald,  
And Resolved -

That the Governors of the University of Toronto hereby place on their minutes an expression of appreciation of and gratitude for the long and efficient services rendered to the University by the late Honourable Hugh Thomas Kelly, one of the members of the original Board of Governors appointed in 1906 and one who served continuously till his retirement in June 1944.

He was a native of the County of Simcoe, a county which has contributed to the Board many of its most notable members. After his education in St. Michael's College and Osgoode Hall, he was called to the Bar in 1886. Appointed to the Bench of the Supreme Court of Ontario in 1911 he served as a trial judge till he retired on account of ill health in 1937. He blended mercy with justice, and by his public utterances sought definitely to maintain high standards of personal



Resolution  
in connec-  
tion with  
the death  
of Mr.  
Justice  
Kelly  
(Cont'd)

and general morality. Outside his professional duties he was for 50 years a member of the Public Library Board of this City, where his wise judgment and love of good literature helped to make the Library a great popular university. His services to his Church and to the cause of philanthropy were recognized by the Pope, who created him a Knight of the Order of St. Gregory.

He brought to the business of this Board an accurate knowledge of University affairs, wisdom in forming and carrying out academic policies, and wholehearted devotion to the welfare of this institution.

And that a copy of this resolution be sent to his son, representing the surviving members of his family, and who has succeeded him as a member of this Board."

The minutes of the last meeting were presented and -

Upon motion of Dr. Macdonald,  
Seconded by Mr. Vaughan,

were approved.

The minutes of the meeting of the Executive Committee held in the York Club on Friday, December 7th, were presented.

Arising out of the minutes the following matters were dealt with:-

Total area  
of Univer-  
sity Fores-  
try Camp

There was presented a statement from Dean Cosens showing that the University now has 16,899 acres for the Forestry Camp.

Question of  
members of  
staff soli-  
citing  
funds for  
their depart-  
ments  
deferred

In connection with the question of members of the staff soliciting funds for work in their respective departments, this matter was deferred for consideration until the President has received a reply to his letter to the University of Minnesota enquiring as to the procedure followed there.

No change  
to be made  
in the  
name of  
"Ajax Divi-  
sion"

The Board concurred in the opinion of the President, after he had consulted those concerned, that no change be made in the name of the "Ajax Division".

Recommendations  
by the  
President

proved as follows:-

Recommendations of the President were ap-

Appoint-  
ments

Appointments:

Faculty of Arts:

F. S. Hogg

- Professor of Astronomy and Head of the  
Department, and Director of the David  
Dunlap Observatory, from January  
1, 1946 \$5,000 a year

G. F. Longworth

- Observer in the David Dunlap  
Observatory, Nov. 21, 1945, to  
June 30, 1946 1,800 " "

Faculty of Medicine:

Obstetrics & Gynaecology: for 1945-46

J. R. McArthur

- Fellow (part time) \$500

W. T. Noonan

- Senior Demonstrator 200

F. P. McInnis

- Junior Demonstrators 150

R. B. Meiklejohn

- Junior Demonstrators 150

Faculty of Applied Science and Engineering:

H. M. Wilkinson

- Demonstrator, Electrical Engineering,  
Dec. 1, 1945, to Apr. 30, 1946, at  
the rate of \$1,350 for 7 mos.

L. Pancer

- Instructor, Mining Engineering,  
Jan. 1 to Apr. 30, 1946 \$800

School of Chinese Studies:

R. C. Rudolph

- Associate Professor and Acting  
Director, Jan. 1 to June 30,  
1946 \$3,000 a year

Registrar's Office:

V. Fennell

- Chief Clerk, from Jan. 1,  
1946 3,000 " "

Ajax Division:

S. L. Whitton

- Accountant, from Dec. 15,  
1945 3,900 " "

Question  
raised of  
a successor  
to Univer-  
sity  
Librarian

In connection with additional appointments  
to the staff, Mr. Ross raised the question of whether consideration  
had been given to a successor to the University Librarian.

Resignations

Resignations:

Faculty of Arts:

R. K. Young

- Professor of Astronomy and Head of  
the Department, and Director of  
the David Dunlap Observatory Dec. 31, 1945

T. M. C. Taylor

- Assistant Professor of Botany Dec. 31, 1945

Increases  
in School  
of Chinese  
Studies

Increases - School of Chinese Studies:

Miss H. C. Fernald

- Assistant Professor, increase from \$1,500  
to \$1,700 a year from Jan. 1, 1946

Mrs. H. G. Watts

- Instructor, increase from \$1,000 to \$1,200  
a year from Jan. 1 to June 30, 1946

Leave of  
absence to  
Bishop W.  
C. White

Leave of absence - School of Chinese Studies:

Bishop W. C. White

- Professor of Chinese Studies and Director  
of the School - leave of absence, with-  
out pay, from Jan. 1 to Dec. 31, 1946;  
and payment of \$500 to enable him to  
visit colleges and universities in China.



Additional  
appropria-  
tions for  
1945-46

Upon motion of Dr. Macdonald,  
Seconded by Mr. Ross,

the following additional appropriations for 1945-46, recommended by  
the President, were approved:-

Administration:

President's Office:

|                                     |            |
|-------------------------------------|------------|
| "Salaries: Stenographic Assistance" | - \$ 1,000 |
| "Office Supplies, etc."             | - 500      |

Registrar's Office:

|  |          |
|--|----------|
| "Salaries"                                 | - 13,900 |
| "Stationery, Office Supplies, etc."        | - 3,050  |
| "Printing (including Arts Calendar, etc.)" | - 1,500  |
| "Examinations"                             | - 5,550  |

Library:

|                               |          |
|-------------------------------|----------|
| "Salaries"                    | - 8,900  |
| "Books and Periodicals, etc." | - 14,000 |

Faculty of Arts:

Botany:

|                 |         |
|-----------------|---------|
| "Contingencies" | - 3,000 |
|-----------------|---------|

Faculty of Medicine:

Obstetrics and Gynaecology:

|            |         |
|------------|---------|
| "Salaries" | - 1,000 |
|------------|---------|

Faculty of Applied Science and Engineering:

Electrical Engineering:

|            |         |
|------------|---------|
| "Salaries" | - 2,525 |
|------------|---------|

Mining Engineering:

|            |       |
|------------|-------|
| "Salaries" | - 800 |
|------------|-------|

Other recommendations by the Presi-

dent were approved as follows:-

Change in  
representa-  
tives from  
Council of  
Faculty of  
Arts to  
Council of  
Faculty of  
Medicine

That the following changes be made in the list of repre-  
sentatives appointed to the Council of the Faculty of Medicine  
from the Faculty of Arts, which was approved at the meeting of  
the Board held on October 25, 1945:-

|  |                    |
|--|--------------------|
| Professor T. A. Goudge in place of Dr. G. Edison |                    |
| Professor G. E. Holt                             | " " " Dr. R. Coper |

Special Com-  
mittee to  
be appointed  
to consider  
Legal Educa-  
tion

Also upon the recommendation of the President it was  
resolved that the Chairman appoint a special committee to con-  
sider legal education; to consult thereon with the Prime Min-  
ister and the Attorney General of the Province; to invite, if  
it deems fit, the Benchers of the Law Society of Upper Canada  
to appoint representatives to confer with the Committee in  
relation to co-operation between the Law Society of Upper Canada  
and the University in the field of legal education; and to re-  
port to the Board of Governors.



Appointment of  
Mr. Arnold  
Gaine as  
Comptroller  
of the  
University

Upon motion of the President,  
Seconded by Dr. Neilly,

THAT WHEREAS the growth of the University and the expansion of its activities have been reflected in an increasing importance and complexity of matters pertaining to the financial and administrative departments, and

WHEREAS it is desirable to appoint an official of the University charged with the responsibility for supervision and control of the executive and administrative departments, officials and bodies of the University,

NOW THEREFORE BE IT RESOLVED THAT:

1. There shall be a Comptroller of the University who shall be appointed by the Board of Governors on the recommendation of the President.
2. The Comptroller shall be directly responsible to the Board of Governors for -
  - (a) The effective co-ordination and general supervision of all the executive and administrative functions and bodies of the University, other than in respect to academic matters;
  - (b) Including (without limiting the generality of the foregoing) the general direction, supervision and control of the activities of the office of the Bursar and the Superintendent of Buildings and Grounds in the discharge of their respective responsibilities as presently set forth, or as may be altered from time to time by the Board;
  - (c) The integration of the administrative organization with the executive requirements of the office of President.
3. He shall have such other responsibilities and authority as the President within his own general powers may from time to time delegate to him.
4. The salary of the Comptroller shall be at the rate of \$7,500 per annum.
5. Mr. Arnold Gaine is appointed Comptroller, effective the 1st of January, 1946.

Recommendations of  
Executive  
Committee -

Recommendations of the Executive Committee

were dealt with as follows:-

1. Toronto Conservatory of Music:

(a) Approval of the following By-Law E of the Conservatory:-

Approval of  
By-Law E  
of Toronto  
Conservatory  
of Music

Be it enacted and it is hereby enacted as By-Law E of the Toronto Conservatory of Music as follows:-

1. By-Law "D" is hereby repealed.
2. The members of the Board of Directors of the Toronto Conservatory of Music shall be the only members of this corporation (hereinafter called "the Conservatory").
3. The affairs of the Conservatory shall be administered by a Board of Directors which shall be known as "The Conservatory Board" which shall be appointed by The Governors of the University of Toronto (hereinafter called "the Governors") at the first regular meeting of the Governors in October in each year or so soon thereafter as may be convenient, and the members of the Conservatory Board shall hold office during the pleasure of the Governors.



By-Law E of  
Toronto  
Conservatory  
of Music  
(Cont'd)

4. The Chancellor of the University of Toronto, the President of the University of Toronto, and the Chairman of the Governors shall be ex-officio members of the Conservatory Board.
5. In addition to the ex-officio members the Conservatory Board shall consist of not less than four and not more than eight other members who shall be appointed by the Governors. The Governors may appoint as members of the Conservatory Board persons who are not members of the Governors, provided that the Conservatory Board, including in the computation thereof the ex-officio members, shall always have a majority of members who are members of the Governors.
6. The members of the Conservatory Board shall hold office until their successors are appointed by the Governors. Vacancies occurring during the term of office of the Conservatory Board shall be filled by the Governors at their next meeting after such vacancies occur or so soon thereafter as may be convenient, but notwithstanding such vacancies the remaining members of the Conservatory Board shall have authority to exercise the full powers of the Conservatory Board, provided that a quorum remains in office.
7. The Governors shall appoint two members of the Conservatory Board to be the Chairman and Vice-Chairman respectively thereof, and at least one of the members so appointed shall be a member of the Governors.
8. The Conservatory Board may delegate such of its powers and duties as it considers desirable, but shall itself continue to be responsible to the Governors in all respects for the administration and operation of the Conservatory.
9. There shall be a Musical Director of the Conservatory who shall be appointed by the Conservatory Board provided such appointment is first approved by the Governors. The Musical Director shall be the chief executive officer of the Conservatory, and shall be charged with the duty of carrying on the work of the Conservatory, for which he shall be responsible to the Conservatory Board. Subject to the jurisdiction of the Conservatory Board as aforesaid the Musical Director shall have general supervision over and direction of the work of the Conservatory and the staff thereof, and the officers and servants employed in or in connection with such work, and shall also have such other powers and perform such other duties as may from time to time be conferred upon or assigned to him by the Conservatory Board.
10. All other appointments to the staff of the Conservatory shall be made by the Conservatory Board provided that the terms of the employment of any persons so appointed are such that their employment may be terminated on not more than one month's notice. Appointments on any other terms can only be made with the approval of the Governors.
11. Any proposed agreements other than those of a minor nature relating to routine matters in connection with the affairs of the Conservatory shall not be entered into unless the approval of the Governors is first obtained.



By-Law E of  
Toronto  
Conservatory  
of Music  
(Cont'd)

12. The persons authorized to sign for any of the banking accounts in which moneys received in connection with the carrying on of the work of the Conservatory are deposited shall from time to time be appointed by the Conservatory Board but all such persons shall be members of the Conservatory Board or bonded employees of the Conservatory.

13. All documents requiring execution under the corporate seal of the Conservatory shall be signed by the Chairman or Vice-Chairman of the Conservatory Board and by another member of the Conservatory Board.

14. Pursuant to the provisions of Ch. 79, 9 George V, of the Statutes of the Province of Ontario and of the Agreement between the Toronto Conservatory of Music and the Board of Governors of the University of Toronto therein mentioned, all property, real and personal, now held in the name of or under the control of the Conservatory and all property, real and personal, hereafter acquired for the Conservatory shall remain and be vested in the Governors absolutely and all documents necessary to effect such vesting in the Governors shall be executed, except that any gifts, bequests or devises to the Conservatory shall be held and administered by the Conservatory through the Conservatory Board in accordance with the terms of such gift, devise or bequest.

15. Meetings of the Conservatory Board shall be held at such places and at such times as the Chairman may appoint. Meetings of the Conservatory Board may also be called by the Vice-Chairman thereof or by any two members thereof.

Written notice of a meeting shall be given to each member of the Conservatory Board at least forty-eight hours prior to the time appointed for the meeting by being mailed in Toronto, postage prepaid, to each member addressed to him at his address as it appears in the records of the Conservatory Board. A meeting may also be held without notice if all the members of the Conservatory Board are present and consent thereto or those absent approve in writing the business transacted thereat. A resolution signed by all members of the Conservatory Board shall have the same force and effect as if passed at a regularly constituted meeting.

The accidental omission to give notice to any member or any accidental irregularity in connection with the giving of notice shall not invalidate the proceedings at a meeting.

The Chairman of the Conservatory Board shall preside at meetings and in his absence the Vice-Chairman shall preside. If both the Chairman and Vice-Chairman are absent the members present shall appoint one of their number Acting Chairman to preside at the meeting.

Each member present at a meeting shall be entitled to one vote. Questions arising at meetings shall be decided by a majority of votes of the members present. The Chairman or other presiding officer may vote on all questions and any resolution on which there is an equality of votes shall be deemed to be negatived.

Four members of the Conservatory Board shall constitute a quorum thereof.

A record of the proceedings of all meetings of the Conservatory Board shall be kept in a book or books provided for that purpose and the minutes of every such meeting shall be read at the next meeting of the Conservatory Board, and when approved shall be signed by the Chairman of such meeting.



By-Law E of  
Toronto  
Conservatory  
of Music  
(Cont'd)

and presented by the Chairman or the Vice-Chairman of the Conservatory Board to the Governors at their first meeting following such meeting of the Conservatory Board.

16. The accounts of the Conservatory shall be audited by the University auditors or an auditor or firm of auditors appointed by the Governors and the audited financial statement accompanied by the annual report of the Conservatory Board for the fiscal year ended June 30th shall be submitted to the Governors not later than October 1st next following the end of such fiscal year.

17. The Conservatory Board shall submit such additional reports to the Governors from time to time as may be required by the Governors.

Conservatory  
Board of  
Directors

(b) Confirmation of appointment of Board of Directors as follows, to be known as "The Conservatory Board";  
The Chairman of the Board Dr. E. Johnson, Chairman  
The Chancellor Mr. H.H. Bishop, Vice-Chairman  
The President

Mr. J. S. Duncan  
Mr. W. C. James  
Mr. F. S. Chalmers  
Mr. E. Humphreys

Duties of  
Conservatory  
Board

(c) The duties and responsibilities of "The Conservatory Board" to be those set up for the previously appointed "Toronto Conservatory of Music Committee".

Former Con-  
servatory  
Committee  
abandoned

(d) The former "Toronto Conservatory of Music Committee" to be abandoned.

Conservatory  
Debentures

(e) Retirement of Conservatory Debentures as of December 14th, 1945.

## 2. Miscellaneous:

Solicitation  
of donations  
from Govern-  
ment to be  
made through  
Board

(a) That in connection with the solicitation of donations, any approach to the Government for funds be made through the Board of Governors and not by individual members of the staff.

Cancellation  
of Board  
meeting

(b) That in view of the close proximity of Christmas to the date of the next regular Board meeting, December 27th, this meeting be cancelled.

By-Law No.44  
approved

Upon motion of Dr. Neilly,  
Seconded by Mr. Borden,

By-Law Number 44 was passed as follows:-

### BY-LAW NUMBER 44

To amend By-Law Number 13, "Respecting the Connaught  
Laboratories Committee"  
And By-Law Number 14, "Respecting the Insulin Committee"

- - - - -

By-Law No.44  
 approved  
 Cont'd)

BE IT ENACTED AND IT IS HEREBY ENACTED by the Governors  
 of the University of Toronto as a by-law thereof as follows:-

1. By-Law Number 13, subsection (2) is hereby amended by -  
 (a) deleting the word "four" in the first paragraph  
 thereof and substituting therefor the word "five", and  
 (b) deleting the word "eight" in the first paragraph  
 thereof and substituting therefor the word "nine".
2. By-Law Number 14, subsection (2) is hereby amended by -  
 (a) deleting the word "five" and substituting therefor  
 the word "six", and  
 (b) deleting the word "eight" and substituting therefor  
 the word "nine".

ENACTED this 13th day of December, 1945.

(Sgd) W. E. Phillips,  
 Chairman

(Sgd) C. E. Higginbottom,  
 Secretary.

Registra-  
 tion sta-  
 tistics

The President reported that the total  
 registration of students to date at the University was 11,074.

Communications were presented and dealt  
 with as follows:-

Resigna-  
 tion of  
 the Hon.  
 Leighton  
 McCarthy

From Prime Minister Drew's Secretary transmitting a copy of  
 a letter from the Hon. Leighton McCarthy tendering his resignation  
 from the Board of Governors, effective October 12, 1945.

Order-in-  
 Council  
 appoint-  
 ing Mr.  
 Justice  
 Hope a  
 member  
 of the  
 Board

Also from the Prime Minister's Secretary transmitting copy  
 of the following Order-in-Council appointing Mr. Justice Hope a  
 member of the Board in place of the Hon. Leighton McCarthy:-

"Copy of an Order-in-Council approved by the Honourable the  
 Lieutenant-Governor, dated the 20th day of November, A.D.1945.

Upon the recommendation of the Honourable the Minister  
 of Education, the Committee of Council advise that Colonel  
 the Honourable John Andrew Hope, D.S.O., M.C., V.D., be ap-  
 pointed a member of the Board of Governors of the University  
 of Toronto to fill the vacancy created by the resignation  
 of the Honourable Leighton McCarthy, for the period ending  
 June 20th, 1948.

Certified -

(Sgd) C. F. Bulmer,  
 Clerk, Executive Council."



Question of  
Succession  
Duties re  
R.W. Leonard  
Estate re-  
ferred to  
Executors

From the University Solicitor stating that as the accounts in connection with the R. W. Leonard Estate were being passed on December 28th there was a point which he thought should be brought to the Board's attention, viz: whether the division into shares A and B should be made before or after the deduction of the amount necessary to provide for succession duty. After considering the matter at length the Board felt that this was a matter that should be referred to the Executors for their consideration and decision.

Approval of  
resolution  
of Royal  
Ontario  
Museum  
Board that  
funds of  
Museum be  
continued  
to be hand-  
led by the  
Bursar

From the Secretary of the Royal Ontario Museum transmitting the following resolution passed by the Board of Trustees at their Annual Meeting held on November 21st, and this resolution was approved by the Board:-

"That with the consent of the University the practice provided for in the General by-laws of the Royal Ontario Museum whereby the funds for Maintenance and Special Grant shall pass through the hands of the Bursar be continued for the ensuing year."

In this connection the Museum Trustees conveyed to the Bursar and his staff sincere thanks for valuable services during the past year, and the Board complimented the Bursar in this regard.

Replacement  
of Mr. J. W.  
Dyer by Mr.  
M.C. Stafford  
on Engineer-  
ing Alumni  
Loan Fund  
Committees

From Professor J. W. Bain advising that Mr. M. C. Stafford had replaced Mr. J. W. Dyer as the representative of the Engineering Alumni Association on the Committees administering the Engineering Society Loan Fund, the Elizabeth Speller Memorial Loan Fund, and the Wallberg Loan Fund, and this appointment was approved by the Board.

Letter sugges-  
ting that Uni-  
versity have  
branches in  
Ontario

From an anonymous writer suggesting that the University have branches in different parts of Ontario so that students would be nearer their home towns.

approval  
of revised  
conditions  
of award  
for the  
Big Sister  
Association

From Dr. H. M. Cassidy transmitting the following revised conditions of award for the Scholarship in the School of Social Work offered by the Big Sister Association:-

"The Big Sister Association of Toronto offers this scholarship to a second-year student of merit and promise interested in work for teen-age girls. A condition of the scholarship is that the student who wins it agrees to take her first position with a social agency serving teen-age girls, if such a position is offered."

These terms were approved by the Board and the cheque for \$175.00 from the Association was gratefully accepted for the first instalment of the Scholarship.

own, cap  
and jacket  
of the  
late Chief  
Justice  
Rose pre-  
sented to  
University

The Bursar informed the Board that Miss Winnifred Rose had presented to the University the gown, cap and jacket of her brother, the late Chief Justice Rose, and these were gratefully accepted.

Other  
donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$2,000.00 for Project Med.43, Dr. D. Y. Solandt, Physiology  
87.50 " " P.E. 8-2, Dr. V. G. Smith, Electrical Engineering

Miscellaneous:

\$3,000.00 from the R. W. Leonard Estate for awards of scholarships to Honour Matriculation students for 1945-46  
705.00 " an anonymous donor for the Banting Lectures Fund.  
600.00 " various donors for credit of the Class of Medicine 1924 War Service Scholarship  
250.00 " Bloor District Business Men Inc., for award to Norman A. Rowlinson, University College, in need of financial assistance  
200.00 " the M.M.Cohen Scholarship Trust Fund in payment of annual scholarship in School of Social Work  
200.00 " an anonymous donor for award of the Mary Keenan Award in Political Science for 1945-46  
200.00 " the Medical Alumni Association for award of their scholarship for 1945-46  
150.00 " the Pan-Hellenic Association for their Prizes in University College for 1945-46  
64.00 " Dr. H. J. Cody for credit of the following Matriculation Scholarships for 1945-46:-  
The H. J. Cody Scholarship \$31.13  
The Florence Cody Memorial Scholarship 32.87  
\$64.00



Donations  
(Cont'd)

|   |  |         |
|---|--|---------|
| <u>For the Institute of Industrial Relations:</u>                       |  |         |
| <u>First of five payments in connection with pledges of \$500 each:</u> |  |         |
| Kaufman Rubber Company, Kitchener                                       |  | \$100   |
| John Forsyth Ltd., Kitchener  |  | 100     |
| Breithaupt Leather Co., Kitchener                                       |  | 100     |
| From the Lightning Fastener Co., St. Catharines - remaining             |  |         |
| four payments of \$300 each in connection with their pledge             |  |         |
| of \$1,500  |  | \$1,200 |
| From Hamblin-Metcalfe Ltd., Kitchener - first of five payments          |  |         |
| of \$50 each in connection with their pledge of \$250                   |  | \$50    |

Financial  
Statements  
and  
Accountable  
Warrant

The Bursar presented the Financial Statement and the Comparative Revenue and Expenditure Statement for the month of November; also his Estimate, under By-Law Number 20, of the amount required to defray Current Expenditure for the month of January. Ordered that an Accountable Warrant for Four Hundred and Fifty Thousand Dollars (\$450,000.00) be issued to the Bursar.

Authority for  
appointment  
of Commission-  
er of Oaths  
for University  
proper and  
Ajax Division  
re ex-service  
personnel

At the request of Professor William Line the Bursar brought up the question of the appointment of Mrs. Margery Little King, Executive Secretary of the University Advisory Bureau for Ex-service Students, as a Commissioner of Oaths in connection with affidavits required by the Department of Veterans' Affairs relative to ex-service students' entitlement. The Bursar mentioned that it would be desirable to have some one appointed for this purpose at Ajax also, and suggested the name of Mr. G. L. Court, Deputy Bursar at Ajax. After discussing the matter approval was given for an application being made to the Attorney General's Department for authority to have not more than three persons appointed to act in this capacity, two of whom should be Mr. Court and Mrs. King mentioned above; it being understood that the matter would be reviewed in six months' time.

establish-  
ment of  
bank ac-  
counts  
at Ajax  
Division

In accordance with the Bursar's recommen-  
dation for the establishment of bank accounts at the Ajax Division -

It was moved by Dr. Neilly,  
Seconded by Mr. LaBine,  
And Resolved -

That in connection with the Ajax Division  
authority be given for the following:-

1. Opening of two Bank accounts -  
General  
Payroll
2. Signing of cheques by -  
The Bursar  
Mr. J. A. Gair  
Mr. G. L. Court  
Mr. S. L. Whitton  
any two of whom may sign.
3. Same restriction in connection with signing of cheques  
as prevails at University proper, viz: any cheques over \$3,000.00  
to be counter-signed by the Chairman or another member of the Board.

Banting  
Commemor-  
ation  
Committee  
Report

Upon motion of the President,  
Seconded by Mr. LaBine,

the report of the Banting Commemoration Committee was approved as  
follows:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting  
in the Board Room, Simcoe Hall, on Friday, November 23rd, 1945,  
at 4 p.m., at which the following members were present:-

|                              |                       |
|------------------------------|-----------------------|
| The President (in the Chair) | Dean W. E. Gallie     |
| The Chancellor               | Dr. R. W. I. Urquhart |
| Mr. Morrow                   |                       |

The Bursar was present as Secretary.

Upon motion of Mr. Morrow the President took the Chair.

The President drew attention to former By-Law Number  
36 which stated that -

"The Governors have resolved that the University of Toronto  
shall ever mark the anniversary of the death of Sir Freder-  
ick Banting, K.B.E., by some action commemorative of his  
service to humanity in the discovery of Insulin."

The question had arisen as to whether the Banting  
Lecture should be held annually or not, and -

Upon motion of Dean Gallie,

Seconded by the Chancellor,

your Committee recommends that the following be substituted for  
the above wording:-

"The Governors have resolved that the University of Toronto  
shall commemorate the service to humanity in the field of  
Medical Research of the late Sir Frederick Banting, K.B.E."



Banting  
Commemor-  
ation  
Committee  
Report  
(Cont'd)

In discussing the question of funds available for the Banting Lecture, the President informed the Committee that there was \$297.26 after having provided for certain lecture fees and the cost to date of the Banting Golden Book. On the basis of \$100 a year for a lecture fee, an anonymous donor had offered to contribute a sufficient amount to provide funds for ten years, or to bring the fund up to \$1,000., it being understood that the lecture fund and any memorial fund would be kept entirely separate from each other.

Upon motion of Mr. Morrow,

Seconded by the Chancellor,  
your Committee recommends that the selection of the Lecturer for 1946, which will be the 25th anniversary of the discovery of Insulin, be left with Dean Gallie, Dr. Urquhart and Dr. Best, following which the President would make the necessary arrangements.

The Committee further recommends that Dr. C. H. Best be added to the Committee.

Dr. Urquhart informed the Committee that he had completed the preparation of material in connection with the printing of a book on 'Reprints and Researches of Sir Frederick Banting'. Mr. Morrow stated that Lady Banting was desirous of contributing in some way to the publication, and it was agreed that Dr. Urquhart discuss this matter with Mr. Morrow.

Upon motion of Dr. Urquhart,

Seconded by Dean Gallie,  
your Committee recommends that in connection with Dr. Urquhart's statement that he would turn his material over to the President for the consideration of the University Press Committee, this whole matter be referred through the University Press Committee to a Committee consisting of Dr. Urquhart, Dr. Best and Lady Banting.

All of which is respectfully submitted.

(Sgd) Sidney Smith,  
Chairman of Committee.  
(Sgd) C. E. Higginbottom,  
Secretary."

November 23rd, 1945.

University  
College  
Committee  
Report

The following report of the University College Committee was approved:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Monday, December 3rd, 1945, at 4 p.m., at which were present -

The Chancellor, Dr. Cody  
(in the Chair)

Principal W. R. Taylor

The President

Dr. Gibson

Mr. Duncan

Mr. J. A. Gair acted for the  
Bursar as Secretary.



University  
College  
Committee  
Report  
(Cont'd)

President Smith informed the Committee that the meeting was called to discuss the duties of the newly-appointed University College Committee, with the object in mind of increasing the number of members to include possibly the Principal of University College as an ex-officio member, and six other members from the leading graduates of the College - four men and two women.

After discussing the various points raised, your Committee recommends -

Upon motion of the President,

Seconded by Dr. Gibson,

that the following be laid down as instructions to the University College Committee:-

"The study of all matters affecting the interest of University College, and the submission, as may be necessary from time to time of recommendations in respect thereto, to the Board of Governors, subject to the powers and duties of any organization or officer as prescribed by the University Act or delegated by the Board of Governors."

In order to take care of the suggested increase in the number of members, your Committee recommends -

(1) Upon motion of Dr. Gibson,

Seconded by Mr. Duncan,

that By-Law Number 43, setting up the University College Committee, be amended to increase the Committee to 14 members.

(2) Upon motion of the President,

Seconded by Dr. Gibson,

that the Principal of University College be ex-officio a member of the University College Committee, and that the Principal in consultation with the Alumnae and Alumni Associations submit a panel of graduates, from which six members be chosen for presentation to the Committee.

All of which is respectfully submitted.

(Sgd) H. J. Cody,

Chairman of Committee.

(Sgd) C. E. Higginbottom,  
Secretary."

December 3rd, 1945.

Amendment  
to By-Law  
Number 43

Notice of motion was given for the passing of a By-Law at the next meeting to provide for the increase in the number of members recommended in the foregoing report.

Expansion  
Fund Re-  
port  
deferred

The report of the University Expansion Fund Committee was deferred in view of Mr. Morrow's absence from the meeting.

Property  
Committee  
Report

The following Report Number 233 of the Property Committee was presented:-



Property  
Committee  
Report  
(Cont'd)

"The Property Committee begs to report to the Board of Governors:-

1. In view of the death of Mrs. Yates, Acting Caretaker of Convocation Hall - Simcoe Hall, the Superintendent recommends that Peter Scollick, formerly assistant to the Acting Caretaker of this building, be appointed Caretaker at \$1,300 per year plus living quarters, as of January 1, 1946. Your Committee concurs in the Superintendent's recommendation.

2. A further report from the Superintendent recommends the appointment of William Partrick, employed at the University and Royal Ontario Museum since 1938, as Caretaker of the Engineering Building at a salary of \$1,600 per year, as of January 1st, 1946, to replace Peter Scollick if the above recommendation in his case is approved. Your Committee concurs in the recommendation for Partrick's appointment.

3. Your Committee concurs in the Superintendent's recommendation that Miss Cook, Assistant Customs Clerk in his office, who was granted leave for war service and was discharged as of November 20th, be re-employed at \$1,100 per year from November 1st, 1945, as she has been working in the office since that date pending her discharge from the Women's Royal Canadian Naval Service.

4. The Industry and Labour Board of the Ontario Department of Labour has ruled that as of November 1st, 1945, the 'Hours of Work and Vacations with Pay Act 1944' will become effective, which means that the regular working hours of our employees shall not exceed forty-eight in the week. As this will involve considerable readjustment in connection with the Protective Service the Superintendent requests an additional appropriation of \$3,000.00 to provide for the change until June 30, 1946, and your Committee recommends that this amount be approved.

5. Your Committee has considered a proposal, transmitted to the President by Miss J. B. Brodie, Head of the Department of Household Science, to hang a portrait of W/O Jeffs in the Household Science Building. This portrait is the gift of the Messing Officers of the R.C.A.F., who consider that her Alma Mater would be the logical place for it to hang. Your Committee recommends this proposal for approval.

6. Dean Cosens, Faculty of Forestry, recommends the purchase of Lot 33, Concession A, and Lot 1, Concession XIII, in the Township of Hindon, in connection with the University Forestry Camp. The price involved is \$1,200 and Dean Cosens has already taken an option, expiring December 31, 1945, on the property for which he personally paid \$100.00.

Upon motion of Mr. Borden,

Seconded by the Chancellor,  
your Committee recommends this purchase, the funds to be provided from the Whitney Bequest.

7. The University of Toronto Scholarship Committee of the Engineering Alumni Association has requested to be supplied with plans for any contemplated construction in the Faculty of Engineering. The Superintendent recommends that plans for Chemical Engineering be made available, and requests authority to make tentative plans for the addition to Mechanical Engineering available also. In addition the Committee also requests to be provided with an architect's conception of what a new Engineering Building might be, and if this request is granted the Superin-



Property  
Committee  
Report  
(Cont'd)

tendent asks for authority to engage an architect to prepare this at a cost of \$200 to \$300. After considering the matter your Committee recommends -

Upon motion of Dr. Gibson,  
Seconded by the President,

- (1) that the plans requested for an Engineering Building be not supplied, nor the necessary funds provided.
- (2) that plans for Chemical Engineering and Mechanical Engineering be made available.

8. Your Committee recommends for approval,

Upon motion of the President,  
Seconded by Mr. Borden,

the proposed alterations in Hart House, plans for which have been submitted by the Superintendent, to provide accommodation for the Lee Collection, previously reported to the Board; it being understood that Hart House will provide the necessary funds to cover the cost of these alterations.

9. Upon motion of Mr. Borden, your Committee recommends that in response to requests from the various teaching departments for desks, tables, chairs, etc., to accommodate the increase in student enrolment, the following additional appropriation be granted to enable these purchases to be made by the Superintendent:-

"Equipment - General Departmental Purchases - \$ 5,000"

Your Committee further recommends that the President's approval should be obtained for purchases of any large amounts in connection with the appropriations recommended in Clauses 9 and 10 of this report.

10. In connection with equipment that may become available from War Assets or dismantled war plants and that would be useful for teaching and research in the present buildings, and those projected, your Committee recommends, upon motion of Mr. Borden, that the following appropriations be made available, and that such purchases be made by the Superintendent's Office in collaboration with the departments concerned, and Dr. Wilhelm, the University liaison officer with War Assets:-

"Equipment - War Assets Purchases - \$10,000"

"Equipment - War Assets Purchases - Applied  
Science - \$ 5,000"

11. The Superintendent has submitted to your Committee a report on the Fire Insurance coverage proposed for the University buildings and contents in connection with the General Schedule, etc., which come up for renewal at January 1, 1946. Your Committee reports to the Board that in the valuation for insurance purposes provision has not been made for increased building costs. After discussing the matter it is recommended, upon motion of Mr. Borden, that -

(a) the Superintendent and the Bursar endeavour to see what can be done in connection with including in the Schedule some of the properties now covered by separate policies, such as the David Dunlap Observatory and the University Stadium. This inclusion will have the effect of lowering the total premium.

(b) the Chairman of the Board, the Chairman of the Property Committee, and the President interview the Prime Minister in connection with the following points:-

1. Inasmuch as it is believed that the Ontario Government does not insure its buildings, should consideration be given to treating the University Buildings in the same manner? If such were the case the annual premium amount would be saved and the Government would assume responsibility for replacement of fire loss.



Property  
Committee  
Report  
(Cont'd)

2. If the Government does not wish to accept the responsibility, it will be pointed out that the buildings are not insured for an amount equalling replacement cost. To insure for replacement cost would cost considerably more.

(c) the Superintendent and the Bursar make any minor adjustments in the Schedule as may be necessary.

Your Committee reports that the Insurance carried at the University proper at present is:-

Fire  
Vault & Safe Burglary  
Hold-up  
Theft of money  
Bonding of Employees  
Automobile  
Boiler & Machinery

There is no Public Liability Insurance except that carried on Automobiles and Boilers.

12. Your Committee recommends -

Upon motion of the President,

Seconded by Mr. Borden,

that the sum of \$7,500 be appropriated to the Superintendent for changes in the part of the area used by Photographic Service and provision of additional facilities; and that before any more requests are made for additional appropriations a balanced budget be presented.

13. Your Committee has considered an application from Mr. Arthur Philbey to rent the vacant lot owned by the University at 320 King Street West. The Bursar advised the Committee that he had received an enquiry from Cyril De Mara and Company, as representatives of the Imperial Tobacco Company, to purchase this property. In view of this your Committee recommends that De Mara and Company be requested to submit an offer for the property, and that Philbey be informed that the property is being offered for sale.

14. Your Committee has also considered an enquiry from Mr. R. J. Oliver, 37 Mill Street, Port Hope, regarding the purchase of the remaining Port Hope Lots owned by the University. After considering the matter your Committee is of the opinion that this property should be offered for sale, and recommends that the University Solicitor be requested to obtain offers on the same.

15. In connection with enquiries received regarding the sale of certain University properties, your Committee has requested the Bursar to prepare a list of properties owned by the University not being used for University purposes.

16. The following matters were presented for consideration in connection with additional accommodation:-

- (1) Bursar's Office
- (2) University Library
- (3) Increasing number of students
- (4) Physics building
- (5) School of Nursing
- (6) Chemistry building
- (7) Dentistry building
- (8) University College Men's Residence

It was decided to request the following persons to submit memoranda regarding their needs, for distribution to members of the Property Committee before it meets representatives of the departments concerned:-

The Librarian  
Dean Mason, Faculty of Dentistry  
Principal Taylor - for U.C. Men's Residence



Property  
Committee  
Report  
(Cont'd)

17. The Chairman brought up the question of the proposed Botanic Garden. After discussing the situation at length your Committee recommends that the President be requested to consult Professor R. B. Thomson and Professor H. S. Jackson in the matter.

18. The Superintendent informed the Committee that Mrs. McKee was desirous of refurnishing the Chancellor's Room, and your Committee recommends that the Superintendent endeavour to obtain from Mrs. McKee a statement in writing of her proposals.

All of which is respectfully submitted.

(Sgd) O. D. Vaughan,  
Chairman of Committee  
(Sgd) C. E. Higginbottom,  
Secretary."

December 6th, 1945.

Changes  
in Pro-  
perty  
Committee  
Report

Upon motion of Mr. Vaughan,  
Seconded by Mr. Borden,  
the foregoing report was approved with the following changes:-

Clause 9 - Equipment - General Departmental Purchases:

The last paragraph, reading as follows, was deleted:-

"Your Committee further recommends that the President's approval should be obtained for purchases of any large amounts in connection with the appropriations recommended in Clauses 9 and 10 of this report."

Clause 10 - Equipment - War Assets Purchases:

The following paragraph was added:-

"Should an opportunity arise to acquire additional equipment from War Assets or dismantled war plants over and above what can be purchased from the above appropriations, the Board decided that such additional purchases be authorized upon the approval of the President and the Chairman of the Property Committee or/and the Chairman of the Board."

Fire  
Insur-  
ance

The Board approved of the procedure recommended by the Property Committee in the foregoing report concerning Fire Insurance, and in this connection authority was given for the renewal of the Fire Insurance on the General Schedule for three years from January 1, 1946, on the basis of valuations submitted by the Superintendent in his report of November 30th, 1945; and if, in view of representations to be made to the Government, it is decided that the University would not carry Fire Insurance, the policies are to be cancelled and application made for refunds of premiums paid.



Fire In-  
surance

When the Chairman of the Board interviews the Prime Minister in connection with the renewal of the Fire Insurance Schedule, it was suggested that he present an extract from the Property Committee's report containing its recommendations in this connection, and that they submit the facts and ask for instructions.

Contents of  
University  
buildings  
not covered  
against  
theft

Mr. Borden drew the Board's attention to the fact that the contents of the University buildings, such as books, equipment, etc., were not covered against theft.

Insurance  
coverage  
on Lee  
Collection,  
Hart House

In connection with the Lee Collection in Hart House, referred to in Clause 8 of the foregoing report, the Superintendent reported that Mr. Bickersteth was concerned with theft and burglary insurance on the same, and the Bursar was authorized to make the necessary arrangements in this connection.

*Indefatigable  
M.B.*

Minutes confirmed.

*January 10<sup>th</sup> 1946*

*Chigginbotham*

Secretary.

The meeting adjourned at 6:35 p.m.

*Harry W. Borden*  
Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, January 10th, 1946, at 4 p. m.

Present -

|                           |                   |
|---------------------------|-------------------|
| Mr. Borden, Vice-Chairman | Hon. Dr. Bruce    |
| (in the Chair)            | Hon. Dr. Ferguson |
| The Chancellor            | Mr. Morrow        |
| The President             | Mr. LaBine        |
| Dr. Macdonald             | Mr. Vaughan       |
| Mr. Duncan                | Dr. Neilly        |
| Mr. Burns                 | Mr. Kelly         |
|                           | Mr. Justice Hope  |

Mr. Arnold Gaine, Comptroller

Mr. C. E. Higginbottom, Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

|                                 |            |
|---------------------------------|------------|
| The Chairman (Colonel Phillips) | Mr. Rogers |
| Mr. Ross                        | Mr. Gordon |
| Dr. Gibson                      | Mr. Bryce  |

The minutes of the last meeting were presented and -

Upon motion of Mr. Duncan,  
Seconded by Mr. Burns,  
were confirmed.

The minutes of the meeting of the Executive Committee held at the York Club on Friday, January 4th, were presented.

Arising out of the minutes the report of the University Expansion Fund Committee was presented, and the Bur-sar was requested to obtain from Mr. Morrow material to be distributed to the members of the Executive Committee for their consideration and recommendation to the Board.

Expansion  
Fund  
Report  
referred  
to Execu-  
tive Com-  
mittee



Letters  
of thanks  
re flowers  
and resolu-  
tion in  
connection  
with death  
of Mr. Jus-  
tice Kelly

Also arising out of the minutes  
letters of thanks were presented from Miss Anne Kelly and Mr.  
Arthur Kelly for the basket of flowers and the resolution of  
condolence in connection with the death of their father, Mr.  
Justice Kelly.

Recommendations of the President  
were approved as follows:-

Appoint-  
ments

Appointments:

Faculty of Arts:

P. de Andrea

- Special Lecturer, Italian and  
Spanish, Easter Term, 1945-46  
\$1,200

Faculty of Medicine:

C. A. Rae

- Senior Demonstrator, Oto-  
Laryngology, Jan. 1 to  
June 30, 1946 100

Faculty of Applied Science and Engineering:

J. J. Klawe

- Instructor, Applied Physics,  
Jan. 1, 1946, for 4 mos.  
\$200 a month

A. D. Mackenzie

- Demonstrator (part time),  
Civil Engineering:  
Municipal & Structural,  
Jan. 3 to Apr. 15, 1946  
(3½ mos.) \$130 a month

Faculty of Household Science:

Clara C. Benson

- Professor Emeritus of Food  
Chemistry from July 1, 1945

Ontario College of Education:

W. B. MacLean

- Instructor in Mathematics in  
University Schools from  
Jan. 1, 1946 \$3,600 a year

P. A. Petrie

- Assistant Professor of Methods  
in Mathematics from Jan. 1,  
1946 \$4,200 a year

Resigna-  
tion of  
Prof. F.  
M. Lott,  
Dentistry

The acceptance of the resignation of Brigadier F. M.  
Lott from his position as Professor of Prosthetic Dentistry,  
effective December 31, 1945. In this connection the Secretary  
was directed to convey to Brigadier Lott an expression of their  
appreciation of the splendid service rendered by him to the  
Faculty of Dentistry and to the University as a whole, and  
assuring him that his outstanding work as Head of the Canadian  
Dental Corps has redounded to the great credit of the Univer-  
sity.

leave of  
absence  
to Prof.  
H.W. Price  
and retire-  
ment at  
June 30,  
1946

The granting of leave of absence, with full salary, from January 1st to June 30th, 1946, to Professor H. W. Price, Department of Electrical Engineering, and his retirement from the staff of the University as from that date. The Secretary was instructed to convey to Professor Price the Board's appreciation of his lengthy and valued service to the University.

Additional  
appropriations

Approval was also given, upon motion of Dr. Macdonald, to the following recommendations of the President for additional appropriations for 1945-46:-

|  |   |  |         |
|--|---|--|---------|
| <u>Faculty of Arts:</u>                            |   |  |         |
| Italian and Spanish:                               |   |  |         |
| "Salaries"   | - |  | \$1,200 |
| Physics:   |   |  |         |
| "Laboratory and Workshop Supplies"                 | - |  | 5,000   |
| <u>Faculty of Medicine:</u>                        |   |  |         |
| Oto-Laryngology:                                   |   |  |         |
| "Salaries"   | - |  | 100     |
| <u>Faculty of Applied Science and Engineering:</u> |   |  |         |
| Applied Physics:                                   |   |  |         |
| "Salaries"   | - |  | 800     |
| Civil Engineering: Municipal & Structural:         |   |  |         |
| "Salaries"   | - |  | 455     |
| <u>School of Physical and Health Education:</u>    |   |  |         |
| Physical Education - Men:                          |   |  |         |
| "Salaries"   | - |  | 1,930   |

Bursary  
Awards for  
University  
College  
and addi-  
tional  
appropri-  
ation

Upon motion of Dr. Macdonald the Board approved of the President's recommendation for an additional appropriation for "Bursaries" of \$5,000.00, and in this connection approval was also given for payment of the following bursary awards recommended by the Council of University College, to a total of \$10,560.00, it being agreed by the Board that the usual practice of having Dr. Gibson approve of the list be dispensed with:-

| <u>Name</u>         | <u>Record</u> | <u>IN</u> | <u>Out</u> | <u>Amount</u> |
|---------------------|---------------|-----------|------------|---------------|
| Allan, Miss D. M.   | Entrant       |           | "          | \$150         |
| Anderson, A. R.     | "             | "         |            | 150           |
| Ashdown, Miss C. L. | "             |           | "          | 200           |
| Ashmore, Miss M.    | II: 1         | "         |            | 85            |
| #Axelrod, H.        | II: 1         | "         |            | 100           |
| Babcock, W. J.      | Entrant       |           | "          | 125           |
| Bell, R.            | "             | "         |            | 125           |
| Belt, Miss P. P.    | I: 3          |           | "          | 150           |
| \$Bernholtz, B.     | I: 6          | "         |            | 100           |



Bursary  
Awards  
for Uni-  
versity  
College  
(Cont'd)

| <u>Name</u>           | <u>Record</u> | <u>In</u> | <u>Out</u> | <u>Amount</u> |
|-----------------------|---------------|-----------|------------|---------------|
| #Bernholtz, T.        | II: 3         | "         | "          | \$ 75         |
| Blockley, Miss C.M.B. | III           | "         | "          | 50            |
| Bousfield, E. L.      | I: 6          | "         | "          | 150           |
| Brown, J. W.          | Entrant       | "         | "          | 200           |
| Buckham, Miss R.      | B. L.         | "         | "          | 50            |
| Calvert, Miss M. S.   | II: 2         | "         | "          | 100           |
| Cheesman, C.          | Entrant       | "         | "          | 125           |
| Cumberland, Miss J.R. | II: 9         | "         | "          | 150           |
| Deacon, E. E.         | III Pass      | "         | "          | 125           |
| Dunn, Miss M.         | II: 6         | "         | "          | 50            |
| #Endleman, R.         | II: 1         | "         | "          | 150           |
| Fall, Miss J. E.      | II: 15        | "         | "          | 150           |
| Fallis, Miss J. E.    | II: 1         | "         | "          | 200           |
| Fox, L. B.            | II: 2         | "         | "          | 100           |
| Geiger, Miss D. K.    | Entrant       | "         | "          | 100           |
| Gentilcore, R. L.     | I: 3          | "         | "          | 150           |
| Gingrich, Miss R. A.  | Entrant       | "         | "          | 125           |
| Glass, A.             | "             | "         | "          | 150           |
| Jarvis, Miss J. M.    | "             | "         | "          | 400           |
| Jones, Miss E. H.     | "             | "         | "          | 100           |
| Kirby, G. B.          | "             | "         | "          | 125           |
| #Lapidus, Ben         | I: 4          | "         | "          | 100           |
| Latimer, J. R.        | Entrant       | "         | "          | 200           |
| Lauriston, A. C.      | II: 1         | "         | "          | 100           |
| Lillie, R. E. D.      | Entrant       | "         | "          | 200           |
| Lischeron, Miss L. C. | "             | "         | "          | 200           |
| McCaffrey, G. G.      | II: 4         | "         | "          | 150           |
| McRae, J. F.          | Entrant       | "         | "          | 125           |
| #Mann, Miss Z.        | II: 2         | "         | "          | 100           |
| Mark, Miss F. B. M.   | II: 1         | "         | "          | 150           |
| Mattock, D. W.        | Entrant       | "         | "          | 100           |
| Milne, W. G.          | III           | "         | "          | 100           |
| Milton, Miss D. M.    | Entrant       | "         | "          | 150           |
| Mullen, E. B.         | II: 2         | "         | "          | 75            |
| Odense, P. H.         | Entrant       | "         | "          | 125           |
| Orr, R. J.            | II: 4         | "         | "          | 200           |
| Parish, W. A.         | II: 1         | "         | "          | 150           |
| Peat, Miss J. B.      | Entrant       | "         | "          | 100           |
| #Podoliak, Miss B.    | II: 3         | "         | "          | 75            |
| Podoluk, Miss J. R.   | II: 5         | "         | "          | 200           |
| Pogson, Miss R. E.    | III           | "         | "          | 100           |
| Porter, A. A.         | II: 7         | "         | "          | 150           |
| Reaney, J. C.         | I: 5          | "         | "          | 200           |
| Riesberry, Miss F. I. | Entrant       | "         | "          | 100           |
| Robinson, Miss M. M.  | "             | "         | "          | 150           |
| Ross, D. G.           | "             | "         | "          | 125           |
| #Rudney, H.           | I: 2          | "         | "          | 200           |
| Safarian, A. E.       | I: 1          | "         | "          | 100           |
| Sharp, W. T.          | I: 6          | "         | "          | 200           |
| Shewfelt, L. L.       | III Pass      | "         | "          | 75            |
| #Shiff, J.            | I: 3          | "         | "          | 200           |
| Smith, Miss E. M.     | II: 6         | "         | "          | 200           |
| Smith, Miss S. G.     | II: 1         | "         | "          | 200           |
| Soules, Miss D. M.    | Entrant       | "         | "          | 100           |
| #Spiegel, Miss E. J.  | I: 1          | "         | "          | 100           |
| Stansbury, E. J.      | Entrant       | "         | "          | 100           |
| Ternan, Miss P. A.    | II: 6         | "         | "          | 200           |
| Thompson, D. R.       | III           | "         | "          | 150           |
| Thomson, Miss W. M.   | III           | "         | "          | 100           |
| Vincent, B.           | Entrant       | "         | "          | 75            |
| Ward, Miss L. A.      | "             | "         | "          | 150           |
| Wasylchuk, Miss O.    | I: 2          | "         | "          | 100           |
| Whitsey, Miss M. J.   | I: 2          | "         | "          | 150           |
| Woodyatt, J.          | Entrant       | "         | "          | 125           |

|          |                                  |                       |                 |
|----------|----------------------------------|-----------------------|-----------------|
| Bursary  | Fitzgerald, Miss G. M.           | ) Physical and Health | \$ 200          |
| Awards   | Gilchrist, Miss V. M.            | ) Education           | 200             |
| for Uni- | Harvey, Miss O.                  | )                     | 200             |
| versity  |                                  |                       | <u>\$10,560</u> |
| College  | Total number of recipients: 76   |                       |                 |
| (Cont'd) | University College students - 73 | \$9,960               |                 |
|          | Physical & Health Education - 3  | 600                   | <u>\$10,560</u> |
|          | In town - 29                     | \$3,310               |                 |
|          | Out of town - 47                 | 7,250                 | <u>\$10,560</u> |
|          | Christians in town 20            | \$2,285               |                 |
|          | Christians out of town 42        | 6,400                 |                 |
|          | P. & H. E. 3                     | 600                   | \$9,285         |
|          | Hebrews in town 9                | \$1,025               |                 |
|          | Hebrews out of town 2            | 250                   | 1,275           |
|          | Total 76                         |                       | <u>\$10,560</u> |

#### Other recommendations of the President

were approved as follows:-

A recommendation of the Council of the School of Hygiene regarding the Course leading to the Diploma of Public Health, which had been concurred in by the Senate as follows:-

"That the second course in this academic year, leading to the Diploma of Public Health, be definitely announced as commencing on April 1, 1946, since the number of applications from ex-service personnel indicate that there will be an adequate registration."

#### Statutes of Senate

##### Statutes of Senate:

- Number 1725 - respecting the Edward Johns Urwick Memorial Scholarship in Social Work
- Number 1726 - " the Ontario Community Chests Bursaries
- Number 1727 - " the Palestine Lodge Bursary Fund
- Number 1728 - " the Big Sister Association Scholarship
- Number 1729 - " the Henry Thompson Scholarships
- Number 1730 - " the William Goldie Fund for Clinical Research, and the William Goldie Prize
- Number 1731 - " an amendment to Statute Number 1506 respecting the School of Social Work

#### Fees for Course in Institutional Management

Approval was also given to Statute of Senate Number 1732 respecting the Certificate in Institutional Management (for ex-service personnel) and the Course of Instruction leading thereto, together with an addition to the incidental fees previously authorized of \$6.00 for Hart House, making the total fees as follows:-

|                                  |   |                 |
|----------------------------------|---|-----------------|
| Tuition                          | - | \$125.00        |
| Students' Administrative Council | - | 4.00            |
| Health Service                   | - | 5.00            |
| Hart House                       | - | 6.00            |
|                                  |   | <u>\$140.00</u> |



Recommendations  
of Executive Com-  
mittee

Ajax ap-  
point-  
ments

Visit to  
Ajax by  
Boards of  
Trade of  
Oshawa  
and vicin-  
ity

Toronto  
Conser-  
vatory of  
Music

Special  
Convoca-  
tion for  
General  
Eisenhower

Financial  
assist-  
ance to  
Federated  
Colleges  
from D.V.A.  
grant

Hart House  
Theatre to  
be taken  
over by  
University

Recommendations of the Executive

Committee were approved as follows:-

1. Ajax Division -

(a) That authority be delegated to the Director of Ajax to make appointments within the Estimates on the clerical and administrative staff, provided that in no case may the appointments be made for longer than June 30, 1946, nor may the salary exceed \$1,500 per annum.

(b) That all academic appointments be recommended by the President.

(c) That the members of the Board visit the Ajax Division in a month's time.

In this connection it was reported that arrangements had been made for members of the Boards of Trade of Oshawa and vicinity to visit Ajax on Saturday, February 16, and it was hoped that the members of the Board would try to be there also.

2. That a letter be written to the Chairman of the Toronto Conservatory of Music Board of Directors stating that the University has heard rumours of plans being discussed in connection with a campaign for a new Music Centre, and that the Board of Governors of the University would be glad to be informed of what is being done in this matter.

In this connection it was suggested that possibly the Chairman of the Board would write the latter.

3. That in connection with the visit of General Dwight D. Eisenhower to receive an Honorary Degree at the University on January 12, 1946 -

(a) The dress for members of the Board on this occasion be academic gowns for those entitled to wear them, and morning suits or business dress for the others.

(b) That at the suggestion of Hon. Dr. Bruce the President look into the matter of gowns for all members of the Board similar to the custom followed at McGill University.

(c) That a central area in Convocation Hall be reserved for guests of the members of the Board, and that each member receive for that purpose two tickets.

4. That the question of financial assistance to the Federated Colleges from the \$150 supplementary grant in respect of ex-service personnel receiving assistance under the Post Discharge Re-Establishment Order from the Dominion Government be further considered by the President.

Regarding the Executive Committee's

further recommendation that if the University takes over Hart House Theatre the Board should appoint the Syndics and include the cost of operation in the University Estimates, the Board decided -



Hart House  
Theatre  
Cont'd)

Upon motion of Mr. Morrow,  
Seconded by Hon. Dr. Bruce,

that the University would take over Hart House Theatre and that the Chairman should appoint a Committee which would have authority to appoint the Syndics, subject to confirmation by the Board, and that the Chairman of the Board write the Rt. Hon. Vincent Massey completing the arrangements.

Communications were presented and dealt with as follows:-

Fee waived  
for dupli-  
cate cer-  
tificates  
for School  
of Nursing  
students

From the Registrar transmitting a recommendation of the Senate that the fee of \$2.50 be waived in the case of each of the following former students of the School of Nursing who had applied for duplicate diplomas or certificates, as indicated, the originals having been lost due to war conditions:-

|   |          |
|---|----------|
| <u>Diploma in Public Health Nursing Part II</u> |          |
| Miss S. A. Carvalho                             | - Brazil |
| Miss M. R. S. Pinheiro                          | - Brazil |
| <u>Certificate in Public Health Nursing</u>     |          |
| Miss E. Saez (Neira)                            | - Chile  |
| Miss J. Keniewska                               | - Poland |

The Board concurred in the above recommendation.

Medical  
Alumni  
Associa-  
tion  
Scholar-  
ship,  
Bursary  
and Re-  
search  
Fund

From Doctors Clifford and Anglin regarding the appeal which the Medical Alumni Association of the University of Toronto is making to the graduates in Medicine for support of the Association's Scholarship, Bursary and Research Fund. The Governors were extremely interested in the plans outlined, and the Secretary was directed to inform the Association that they saw no obstacle in the way for the carrying out of the same, and that they approved of the Association's proposed action in the matter.

Fire in  
Hygiene  
Building

From the University Superintendent advising that a fire occurred in the Hygiene Building on January 4th, causing damage to building and contents of approximately \$28,000.00.



University  
students  
and the  
Canadian  
Legion

From Mr. W. A. Coghlan, Vancouver, protesting against University students attaching themselves to the Canadian Legion. This letter was tabled and was referred to the President and Mr. Gaine for a reply.

Arrange-  
ments in  
connec-  
tion with  
Institute  
of Indus-  
trial  
Relations

From Mr. Harold G. Fox, K.C., St. Catharines, advising that in connection with the Institute of Industrial Relations certain arrangements had been made, viz: that the correspondence, etc., would pass through the hands of Mr. J. C. Adams, K.C., General Counsel of the Central Ontario Industrial Relations Institute of Toronto, and that his Treasurer, Mr. D. G. Pyle, would act as a permanent Secretary for the group of industry interested in this proposal. These arrangements were approved by the Board.

Annual Aud-  
ited Report  
of Toronto  
Conservatory  
of Music re-  
ferred to  
Finance  
Committee

From Mr. W. K. Gibb, Secretary, Toronto Conservatory of Music, transmitting the Audited Annual Statement of the Conservatory for the year ended June 30, 1945, and advising of his appointment as Secretary of the newly-created Board of Directors. The Annual Statement was referred to the Finance Committee for consideration and report.

Request for  
use of back  
campus by  
the City re-  
ferred to  
Athletics &  
Physical  
Training  
Committee

From the Commissioner of Parks, City of Toronto, requesting the use as a playing field of the south side of Hoskin Avenue west of Wycliffe College, and this matter was referred to the Athletics and Physical Training Committee for consideration and report.

Lease for  
Waiting  
Room at  
Ajax

From the Assistant Superintendent transmitting lease from Harry Arnold to the Governors for the use of a Waiting Room and ground area at the Ajax Division for one year from October 1, 1945, with payment of \$1.00 by the University upon completion of the document. This lease was approved for execution on behalf of the Governors.

Research  
programme  
for Study  
and Analysis  
of Relation  
of Fishes to  
their Envir-  
onment

From Professor W. J. K. Harkness, Department of Zoology, in connection with the carrying out of a research programme relating to the Study and Analysis of the Relation of Fishes to their Environment, which would require a rather highly specialized laboratory and tank, and stating that the Ontario Minister of Game and Fisheries was willing to erect the same near Richmond Hill at an estimated cost of \$50,000.00 on the assumption that when completed the University accepts the responsibility of operating the laboratory; such responsibility involving only the direction and carrying out of research by the staff and graduate students. The Governors considered the matter very carefully, and

Upon motion of Mr. Duncan,  
Seconded by Mr. Morrow,

approved of the carrying out of the research programme as outlined by Professor Harkness, which would involve the following number of individuals and costs on a yearly basis:-

Ordinary building carrying charges defrayed by Department of Lands and Forests.  
Caretaker - Department of Lands and Forests.  
Mechanic - Department of Lands and Forests.  
Two Staff Members, part time, from Department of Zoology.  
Four Graduate Students, supported by research grant from National Research Council, the University or otherwise.  
Eight special Undergraduate Students, on part-time work, supported by research fund from National Research Council, some Government Department or otherwise.

- - - - -  
The particular University responsibility would probably lie in the following services:

|   |                |
|---|----------------|
| Transportation - Toronto to the Laboratory per year                                   | - \$1,000      |
| Living costs for research men at the laboratory per year                              | - 500          |
| Special laboratory material such as fish, their feeding, care and collection per year | - 600          |
| Special laboratory research equipment, chemicals, glassware, etc. per year            | - 800          |
| Total   | <u>\$2,900</u> |

From Dr. H. M. Cassidy recommending that the School of Social Work be authorized to proceed with a housing survey of Greater Toronto and vicinity, and that Mr. Humphrey Carver be appointed as research associate to take charge of the work. Dr. Cassidy stated that the Toronto Reconstruction Council had offered

Survey of  
housing for  
Toronto  
by School  
of Social  
Work



Housing  
Survey  
(Cont'd)

a grant of approximately \$3,000.00 as a contribution towards the expenses, with an additional \$3,000.00 when the next budget of the Council is approved by the City, and that it will be possible for the School of Social Work to offer \$2,550.00 of its budget for the undertaking.

Upon motion of Hon. Dr. Bruce,  
Seconded by Mr. Burns,

the Board approved in principle of the housing survey, subject to the expenses in connection therewith being met either by the Dominion Government and/or the City of Toronto; and the Secretary was directed to inform Dr. Cassidy that the survey should not be proceeded with until the Board is assured of such adequate financial support.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

From Mr. R. S. McLaughlin, Oshawa, the gift of Governor Simcoe's Correspondence and Journal, together with Mrs. Simcoe's Diary and a number of pictures.

From Mr. J. J. Vaughan of the T. Eaton Company Limited the gift of his copy of the Proceedings of the Commission on Co-operatives.

From Mr. John D. Eaton, President of the T. Eaton Company Limited, two cheques as follows in connection with the Sir John and Lady Eaton Chair in Medicine:-

\$375,000.00 - Balance of principal sum of \$500,000.00  
\$ 22,500.00 - Interest @ 3% for two years from January 12, 1944, on the \$375,000.00.

In this connection the following resolution was -

Moved by Dr. D. Bruce Macdonald,

Seconded by Hon. G. Howard Ferguson,

And unanimously adopted -

The Board of Governors of the University of Toronto, in noting the further generosity of the T. Eaton Company Limited, to the University, desire to place on record their thanks for this generous gift, and to express their appreciation of the beneficent results attained through the Eaton Endowment, in both the teaching and practice of Medicine at the University and throughout the Province. Development in organization, instruction and treatment rendered possible by the possession of this fund has contributed in no small measure to the well-being of patients and Physicians.



Donations  
(Cont'd)

The gift was accepted subject to a mutually satisfactory Deed of Gift, the total amount of \$500,000.00, consisting of the \$125,000.00 previously paid and the above \$375,000.00, to be placed in a Trust Fund with interest on the \$375,000.00 at the same rate as allowed on the \$125,000.00.

From Mr. R. Y. Eaton of the T. Eaton Company Limited a cheque for \$1,000.00 as a gift to the University of Toronto Schools in accordance with arrangements made with Mr. MacMurray, the Headmaster. This donation was accepted subject to approval by the Board of the terms of the gift.

From Dr. Helen L. Vanderveer as an anonymous donor an offer of the sum of \$50,000.00 in Dominion of Canada 3% Bonds for the establishment of two Fellowships of \$25,000.00 each in the Faculty of Medicine for the promotion of research in Internal Medicine, to be known as "The Arch Hutchison Fellowship" and "The Frances Esther Hutchison Fellowship" respectively, in memory of the donor's mother and father. Conditions to include provision for the award to be made every two or three years instead of annually should it be considered that the income appears to be inadequate, and that if no award is made in any year there may be two awards in any subsequent year. The suggested terms of award were referred to the Senate, the Council of the Faculty of Medicine, and the School of Graduate Studies for settlement.

From the Shell Oil Company an offer to establish a research fellowship in any of the Departments of Chemistry, Chemical Engineering, Mechanical Engineering, Geology, Physics or Geophysics, of \$750.00 per annum for living expenses, plus the fees required. Conditions of award to include reimbursement to the University for expenses for equipment and supplies up to \$250 per annum, the Company to furnish reasonable travelling expenses. The University to have first rights to any patent arising from the research, and the Company to see any publication of results before its issue. The suggested terms were referred to the Senate and the School of Graduate Studies for settlement.

From the Hudson Bay Mining and Smelting Company, Limited, an offer to donate scholarships tenable during the junior or senior years, of the value of \$800 per annum for students registered in a course leading to the Bachelor of Science degree. Settlement of the academic details was referred to the Senate and to the Council of the Faculty of Applied Science and Engineering.

From Mr. George L. Gray, Toronto, transmitting cheque for \$500 as first payment towards establishment of a Lectureship in History in memory of his two sons, Duncan and John Gray, the purpose of the Lectureship being to foster a clearer understanding of the contribution made by the French-Canadian element of our population; the fund to eventually total \$3,000.00, but \$90.00 to be withdrawn from the fund now to enable the Committee in charge to carry out the proposal.



Donations  
(Cont'd)

From Mr. M. W. Sparling, Chairman of the University of Toronto Engineering Alumni Scholarship Committee, transmitting cheques as follows for expenses of the Committee:-

|                  |   |          |
|------------------|---|----------|
| Mr. G. A. LaBine | - | \$333.33 |
| Mr. W. D. Black  | - | 333.33   |
| Mr. W. E. Corman | - | 333.34   |

The Board approved of the arrangements made by the Committee for the employment of a temporary secretary for six months at \$140 a month.

From Mrs. Mona M. Band a cheque for \$500.00 for bursaries, to be known as "The Mr. and Mrs. J. T. Band Bursaries, for needy ex-service students, the gift to be used to cover five bursaries of \$100.00 each for one student in the following faculties:-

Medicine  
Dentistry  
Applied Science  
Forestry  
School of Nursing

National Research Council:

|             |                         |  |
|-------------|-------------------------|--|
| \$ 1,107.49 | for Project F.E. 29804, | Prof. L. Gilchrist, Physics                          |
| 900.00      | " "                     | Med. 20, Dr. P. H. Greey, Pathology and Bacteriology |
| 700.00      | " "                     | Electron Microscope, Prof. E.F. Burton, Physics      |
| 500.00      | " "                     | Med. 33, Dr. P. H. Greey, Pathology and Bacteriology |

Miscellaneous:

|             |  |                   |
|-------------|--|-------------------|
| \$ 6,500.00 | from the Banting Research Foundation for the following -   |                   |
|             | Banting & Best Medical Research -  | \$4,000.00        |
|             | Research under Dr. L. D. Proctor-  | 2,500.00          |
|             |  | <u>\$6,500.00</u> |
| 5,475.28    | " the Rockefeller Foundation, as follows:-   |                   |
|             | School of Hygiene  | - \$2,073.99      |
|             | School of Hygiene, Fund No.1   | - 1,774.00        |
|             | School of Hygiene, Fund No. II   | - 1,631.29        |
|             |  | <u>\$5,475.28</u> |
| 5,000.00    | " Bristol-Myers Company for establishment of a Fellowship in the Faculty of Dentistry for research work under the direction of Dr. H. K. Box                           |                   |
| 4,538.00    | " National Foundation for Infantile Paralysis (U.S. funds) to cover disbursements for 1946 for grant under Dr. D. Y. Solandt, Physiological Hygiene                    |                   |
| 4,000.00    | (U.S. funds) from The Nutrition Foundation Inc., as the first instalment of grant of \$8,000.00 for research work under Dr. H. O. L. Fischer                           |                   |
| 3,725.00    | from the Government Grant Committee of the Registered Nurses' Association of Ontario to cover salary expenditure in School of Nursing from July 1 to October 31, 1945. |                   |
| 1,500.00    | " Mrs. D. A. Dunlap for the David Dunlap Memorial Scholarships, payable in Session 1945-46   |                   |
| 1,200.00    | " the Consolidated Mining & Smelting Company of Canada to cover award of the Cominco Research Fellowship payable in Session 1945-46                                    |                   |



Donations  
Cont'd)

Miscellaneous (Cont'd):

|           |      |  |
|-----------|------|--|
| \$ 750.00 | from | Professor F. C. A. Jeanneret as the first instalment towards the establishment of the "Lieut. K. G. Jeanneret Prize" in University College |
| 500.00    | "    | the University College Alumni Association to cover their matriculation awards payable in Session 1945-46                                   |
| 500.00    | "    | Mr. and Mrs. G. Roy Sproat to establish a Bursary Fund in the Faculty of Medicine  |
| 500.00    | "    | the York Knitting Mills, Limited, to cover the James Wm. Woods Fellowship payable in Session 1945-46                                       |
| 500.00    | "    | Mrs. Ethel Urwick, being an additional amount for the award of the Urwick Bursaries, payable in Session 1945-46                            |
| 500.00    | "    | Ontario-Minnesota Pulp and Paper Company to cover the award of their Fellowship payable in Session 1945-46                                 |
| 425.00    | "    | various donors for credit of the Class of Medicine 1924 War Service Scholarship  |
| 225.00    | "    | Mr. Raymond Allen to cover the payment of the Jay J. Allen Award for Session 1945-46   |
| 150.00    | "    | Mr. Percy Hermant to cover the first instalment of the Percy Hermant scholarship No. 2, payable in 1945-46                                 |
| 110.00    | "    | the University College Alumnae Association, to cover their awards payable in Session 1945-46   |
| 100.00    | "    | the Young Men's Hebrew Association to cover the Bernard Vise Memorial Scholarship, payable in Session 1945-46                              |
| 50.00     | "    | Mrs. J. M. Godfrey to cover the award of the Robin Godfrey Prize payable in Session 1945-46  |
| 50.00     | "    | Mrs. F. J. Carson to cover the award of the Max K. A. Mueller Bursary, payable in Session 1945-46  |
| 25.25     | "    | Dr. Louis J. Fenech, as a donation to the W. George Switzer Memorial Award in Faculty of Dentistry   |

For the Institute of Industrial Relations:

First of five annual payments of like amount -

|           |      |                                     |
|-----------|------|-------------------------------------|
| \$ 900.00 | from | General Motors of Canada            |
| 300.00    | "    | National Steel Car Corporation      |
| 200.00    | "    | Dominion Rubber Company             |
| 100.00    | "    | H. Krug Furniture Company           |
| 100.00    | "    | Doon Twines Limited                 |
| 100.00    | "    | Waterloo Manufacturing Company      |
| 50.00     | "    | Canada Barrels & Kegs Limited       |
| 50.00     | "    | J. M. Schneider Limited             |
| 50.00     | "    | Greb Shoe Company                   |
| 50.00     | "    | Valentine & Martin Limited          |
| 50.00     | "    | L. McBrine Company                  |
| 50.00     | "    | Blue Top Brewing Company            |
| 50.00     | "    | Dominion Electrohome Industries     |
| 50.00     | "    | Grout's Limited                     |
| 25.00     | "    | Warren Brothers                     |
| 25.00     | "    | Porritts & Spencer (Canada) Limited |

Payment for one year -

|           |      |  |
|-----------|------|--|
| \$ 650.00 | from | Steel Company of Canada                                |
| 600.00    | "    | Canadian Westinghouse Company                          |
| 250.00    | "    | Burlington Steel Company                               |
| 200.00    | "    | English Electric Company of Canada                     |
| 75.00     | "    | Hamilton Bridge Company                                |
| 60.00     | "    | J. R. Moodie Company                                   |
| 35.00     | "    | Frost Steel & Wire Company                             |
| 25.00     | "    | McLaren's Limited                                      |
| 25.00     | "    | Canadian Procelain Company                             |
| 25.00     | "    | A. H. Tallman Bronze Company                           |
| 25.00     | "    | Stanley Steel Company                                  |
| 25.00     | "    | Union Drawn Steel Company                              |
| \$ 125.00 | "    | Duro Aluminum Limited - payment in full for five year. |



Amendment  
to By-Law  
No. 43

In order to take care of an increase in members on the various Administrative Committees from time to time, it was unanimously decided to pass a By-Law amending By-Law Number 43 by providing in Section 2, sub-section (3), for the minimum number of four members on each Committee and deleting the reference to the maximum number. Notice of motion in this connection was waived.

Confirmation of  
additional  
amount for  
Accountable  
Warrant for  
December

The Board confirmed the Chairman's approval of an addition of \$25,000.00 to the Accountable Warrant of \$400,000.00 authorized for the month of December.

Additional  
appropriation for  
"Law Costs"

The Bursar informed the Board that an additional appropriation for "Law Costs" of \$127.18 was needed in order to pay the Solicitor's Bill of Costs for the six months ending December 31, 1945, and this was approved by the Board.

Confirmation of  
appointment  
of additional  
members to  
Connaught  
Laboratories  
and Insulin  
Committees

Following the approval of By-Law Number 44 providing for an increase in the number of members on the Connaught Laboratories Committee and the Insulin Committee -

Upon motion of Mr. LaBine,  
Seconded by Hon. Dr. Bruce,

the following appointments were confirmed:-

|                                  |                       |
|----------------------------------|-----------------------|
| Connaught Laboratories Committee | - Mr. C. G. McCullagh |
| Insulin Committee                | - Mr. Walter Gordon   |

Report of  
Committee  
on Employees'  
Pension Fund

The report of the Committee upon the Pension Scheme for Employees was approved as follows:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

The undersigned, acting as a Committee upon the Pension Scheme for the Administrative and Clerical Staff, beg to report as follows:-

Report of  
Committee  
on Employ-  
ees' Pen-  
sion Fund  
(Cont'd)

William Smith - Engineer in the Central Power Plant

In September 1945 the above-named was reported by his doctor as suffering from hypertensive heart disease and was advised to stop working at once. At the request of the Superintendent he was examined by the University doctor who reported that Smith was totally disabled for further service as a stationary engineer and recommending him as a fit subject for superannuation. He will be 69 years of age in January 1946, and has been in the employ of the University for 33 years.

Your Committee recommends that Smith be retired on pension as from January 1, 1946, at the rate of \$79.75 per month.

Respectfully submitted,

(Sgd) C. E. Higginbottom  
M. A. Mackenzie  
A. D. LePan"

December 18, 1945.

Report of  
Banting  
Commemor-  
ation  
Committee

Upon motion of the President Report  
Number 2 of the Banting Commemoration Committee was approved as  
follows:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meet-  
ing in the Board Room, Simcoe Hall, on Tuesday, December 18th,  
1945, at 4:30 p. m., at which the following members were present:-

|                              |                       |
|------------------------------|-----------------------|
| The President (in the Chair) | Dean W. E. Gallie     |
| The Chancellor               | Dr. C. H. Best        |
| Mr. LaBine                   | Dr. R. W. I. Urquhart |
| Hon. Dr. Bruce               |                       |

The Bursar was present as Secretary.

The President reported the Board's approval of the  
Committee's previous recommendation that the following wording  
be substituted for the wording contained in former By-Law Number  
36 setting forth how the University would commemorate the ser-  
vices of the late Sir Frederick Banting:-

'The Governors have resolved that the University of Toronto  
shall commemorate the service to humanity in the field of  
Medical Research of the late Sir Frederick Banting, K.B.E.'

Consideration was then given to a letter from Dr.  
Cecil Striker, Secretary, American Diabetes Association, Cincin-  
nati, Ohio, regarding the next Annual Meeting of the Association  
and stating in part as follows:-

'Being aware that 1946 marks the Twenty-fifth Anniversary  
of the discovery of Insulin, we are trying to arrange a  
suitable commemorative expression of this. Our Executive  
Council feels that our next Annual Session should possibly  
be in Toronto, Canada, and that the programme should pos-  
sibly consist of a two-day session.

Furthermore, we wondered whether it might not be possible  
for the University of Toronto, possibly the Canadian Med-  
ical Association and the official Government of Canada to  
sponsor or to participate in a joint Memorial Service with  
the American Diabetes Association.



Report of  
Banting  
Commemor-  
ation  
Committee  
(Cont'd)

The suggestion would be that possibly the Meeting could be some time in the latter part of June or in July or possibly August.'

Your Committee recommends -

Upon motion of Dr. Gallie,

Seconded by Hon. Dr. Bruce,  
that authority be given to Dr. Best to communicate further with Dr. Striker on the following two points:-

1. The desirability of having the meeting held on Friday and Saturday, June 21st and 22nd, assuring Dr. Striker that the University would be very happy to co-operate.
2. If it is not convenient to hold the meeting in June, it might be held in the latter part of September.

Your Committee further recommends -

Upon motion of Hon. Dr. Bruce,

Seconded by Mr. LaBine.  
that Doctors Gallie, Best and Urquhart give some thought to arrangements for the meeting in the event of a favourable reply being received, and that they be permitted to invite others to co-operate with them.

Respectfully submitted,

(Sgd) Sidney Smith,  
Chairman of Committee.

(Sgd) C. E. Higginbottom,  
Secretary"

December 18, 1945.

Report of  
University  
Press  
Committee

Upon motion of Mr. LaBine Report

Number 2 of the University Press Committee was approved as follows:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Friday, December 21st, 1945, at 4 p.m., at which the following were present:-

|                                 |                      |
|---------------------------------|----------------------|
| Mr. G. A. LaBine (in the Chair) | Mr. A. Gordon Burns, |
| The President                   | Manager of the Press |
| Mr. C. F. W. Burns              |                      |
| Mr. Arthur Kelly                |                      |

The Bursar was present as Secretary.

The report of the operations, plant and equipment of the University Press, prepared by the Manager at the request of the Committee, was presented, but was deferred for consideration until after the visit of -

Professor A. S. P. Woodhouse  
Professor V. W. Bladen  
Professor George W. Brown  
Mr. A. Gordon Burns

to the following Universities in the United States:-

|          |           |
|----------|-----------|
| Yale     | Princeton |
| Harvard  | Minnesota |
| Columbia | Chicago   |



report of  
University  
Press  
Committee  
Cont'd)

which had been arranged at a meeting of the Advisory Committee on Publications.

The above-mentioned report made reference to additional accommodation necessary for the Press as a whole, but particularly the Students' Book Department, and contained the suggestion that it be located in a central position on the Campus. Your Committee recommends -

Upon motion of the President,

Seconded by Mr. C. F. W. Burns,  
that this matter be referred to the Property Committee for consideration.

Upon motion of Mr. C. F. W. Burns,

Seconded by Mr. Arthur Kelly,  
your Committee recommends that the annual grant from the Press to the Alumni Federation in connection with the printing of 'The University of Toronto Monthly' be increased from \$1,200 to \$1,500 for 1945-46, and that the question of whether this grant should in future be included in the University Estimates proper, or charged against the Press operations as in the past, be considered when the budget is presented.

Your Committee recommends -

Upon motion of the President,

Seconded by Mr. C. F. W. Burns,  
that the money now in the hands of the Press and all future net receipts from sales on account of 'The Velyien Ewart Henderson Fund' be handed over to the Bursar and held in a separate account, and that charges against the same be authorized by the Bursar and the Manager of the Press after consultation with the Head of the Department of Pharmacology.

The Manager of the Press informed your Committee that due to increased business at the Press it was necessary to request additional appropriations, and

Upon motion of Mr. Arthur Kelly,

Seconded by the President,  
your Committee recommends that the following additional appropriations be granted for the remainder of the present fiscal year 1945-46:-

|                    |                                    |          |
|--------------------|------------------------------------|----------|
| Book Department    | - Purchases, Books (cost of sales) | \$35,000 |
| Publications Dept. | - " " "                            | 5,000    |
| Salaries - general | -                                  | 11,500   |

The Bursar stated that in view of the fact that the Board of Governors had previously ruled that membership in the Toronto Board of Trade be taken out in the name of the University of Toronto Press only, he was holding for payment two accounts in this connection as follows:-

|   |         |
|---|---------|
| 1. Annual Dues, 1946, Book Publishers' Branch | \$50.00 |
| 2. " " A. Gordon Burns, Esq.                  | 25.00   |

Upon motion of Mr. C. F. W. Burns,

Seconded by Mr. Arthur Kelly,  
your Committee recommends that both memberships be authorized.

The Manager of the Press presented the Audited Annual Statement of the Press for the year ending June 30, 1945, and this was deferred for consideration to the next meeting of the Committee.

The President informed your Committee that the University Librarian, Mr. W. S. Wallace, wished to withdraw from the Advisory Committee on Publications, and

Upon motion of the President,

Seconded by Mr. C. F. W. Burns,  
your Committee recommends that Mr. Wallace's resignation be accepted, and that the following persons be added to the Committee:-

Professor E. H. Craigie  
Professor G. deB. Robinson



Report of  
University  
Press  
Committee  
(Cont'd)

Mr. A. Gordon Burns, Manager of the Press, raised the question of interest being charged on the overdraft at the Press, such overdraft being the result of appropriations by the Board from Press surpluses, and the Bursar explained that interest was also credited on balances prevailing as well as interest being charged. This matter was referred for consideration to the Bursar and Mr. Burns.

The Manager of the Press stated that from time to time he incurred certain expenses for entertainment, etc., in connection with Press business, and enquired how these expenses might be provided for.

Upon motion of Mr. C. F. W. Burns,  
Seconded by Mr. Arthur Kelly,  
your Committee recommends that the following additional appropriation be granted for 1945-46:-

'University of Toronto Press:

Printing - Sundry Expenses of Manager' - \$100.00

The Manager of the Press informed your Committee that additional equipment was necessary at the Press, and that he might be able to acquire a second-hand Monotype keyboard and casting machine plus sundry accessories from Lawson and Jones Limited, London, Ontario.

Upon motion of Mr. C. F. W. Burns,  
Seconded by Mr. Arthur Kelly,  
your Committee recommends that authority be given for the purchase of such a machine at a sum not exceeding \$2,000.00.

Following a reference by the President to the difficulties which had arisen in connection with the printing of 'The Varsity', the Manager of the Press explained that every endeavour was being made to improve the situation.

In connection with the Estimates for the operations of the University Press at the Ajax Division, which were presented at a recent meeting of the Ajax Committee and referred to the University Press Committee for approval -

It was moved by the President,  
Seconded by Mr. C. F. W. Burns,  
And Resolved -  
that these Estimates be approved as follows:-

UNIVERSITY OF TORONTO PRESS AJAX DIVISION  
Consolidated Statement of Printing and Book Departments  
Estimated Financial Operations

|   |       |                         |           |
|---|-------|-------------------------|-----------|
| -----                                     |       |                         |           |
| (a) 15 November - 31 December 1945        |       | (b) 1 Jan. - 30 June/46 |           |
| (a) 15 November - 31 December 1945        |       |                         |           |
| <u>Revenue</u>                            |       |                         | \$500.00  |
| <u>Expenditure</u>                        |       |                         |           |
| Capital                                   |       |                         |           |
| Alterations, additions, etc.              | \$ 50 |                         |           |
| Equipment                                 | 600   | \$650                   |           |
| Operating                                 |       |                         |           |
| Salaries                                  | \$ 50 |                         |           |
| Wages                                     | 400   |                         |           |
| Supplies                                  | 40    |                         |           |
| Repairs                                   | 50    |                         |           |
| Utilities Services                        | 10    | 550                     | 1,200.00  |
| <u>Excess of expenditure over revenue</u> |       |                         | \$ 700.00 |

Report of  
University  
Press  
Committee  
(Cont'd)

(b) 1 January - 30 June, 1946

Carried forward - \$ 700.00

Revenue

Books, etc.

Printing, etc.

\$39,500

5,500

\$45,000.00

Expenditure

Capital

Alterations, additions, etc.

\$1,000

Equipment

1,000

2,000

Operating

Salaries

800

Wages

2,200

Supplies

37,000

Repairs

75

Utilities Services

125

40,200

42,200.00

Excess of revenue over expenditure

\$ 2,800.00

All of which is respectfully submitted.

(Sgd) G. A. LaBine,  
Chairman of Committee

(Sgd) C. E. Higginbottom,  
Secretary

December 21, 1945.

Report of  
the Ajax  
Committee

The following Report Number 5 of the

Ajax Committee was presented:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting  
in the Board Room, Simcoe Hall, on Friday, December 14th, 1945, at  
4 p.m., at which the following members were present:-

The President (in the Chair)

Dean C. R. Young

The Director of Ajax,

Mr. J. R. Gilley

The Superintendent,

Mr. A. D. LePan

The Assistant Superintendent,

Mr. W. H. Bonus

The Bursar, Mr. C. E. Higginbottom

The Deputy Bursar, Ajax Division,

Mr. G. L. Court

Also present - Mr. J. Shortreed, Deputy  
Superintendent, Ajax Division.

It was moved by Dean Young,

Seconded by Mr. LePan,

And approved -

That the report of the last meeting of the  
Committee held on Thursday, November 15th, 1945, be approved.

Responsibilities of Administrative Officers

The Chairman explained that the Board of Governors,  
after considering the Auditor's Report of November 6th, 1945, re-  
garding the responsibility of administrative officers, adopted the  
following resolution:-



Report of  
the Ajax  
Committee  
(Cont'd)

RESOLVED THAT the responsibility for the supervision and control of the administration and operation of the Ajax property as an extension to the general facilities of the University be vested in the President who is directly responsible to the Board.

RESOLVED THAT the following offices be created in connection with the administration of Ajax extension:

1. A Director, who shall be directly responsible to the President and shall have the responsibility and authority as may be delegated to him by the President within his own general responsibility.
2. A Deputy Bursar who shall be appointed by the Board and shall be resident at Ajax. He shall be directly responsible to the Bursar who shall, within the limits of his own authority, delegate to the Deputy Bursar such specific responsibilities and corresponding authority as are required for the effective fulfilment of his duties.
3. A Deputy Superintendent who shall be appointed by the Board and shall be resident at Ajax. He shall be directly responsible to the Superintendent who shall, within the limits of his own responsibility, delegate to the Deputy Superintendent such specific responsibilities and corresponding authority as are required for the effective fulfilment of his duties.

The specific delegation of responsibility as may be called for by the above shall be made in the closest collaboration with the President. The successful operation of Ajax will depend upon effective local direction which will demand the highest degree of co-operation with the Director, and through him with the President.

RESOLVED THAT the following appointments made on the recommendation of the President be and are hereby confirmed and ratified:-

|                       |                    |
|-----------------------|--------------------|
| Director              | - Mr. J. R. Gilley |
| Deputy Bursar         | - Mr. G. L. Court  |
| Deputy Superintendent | - Mr. J. Shortreed |

Organization Chart

An organization chart of the Ajax Division was presented to the Committee by the Director, Mr. Gilley, and approved. The chart is to be available later for publication, if required.

Enlargement of Committee

It was moved by Mr. LePan,  
Seconded by Dean Young,  
And approved -

That the Committee recommend to the Board of Governors that By-Law Number 43 be amended to provide for an increase in the Ajax Committee to 15 members, for the inclusion of Mr. A. Gaine, Comptroller of the University of Toronto, and Mr. J. Shortreed, Deputy Superintendent, Ajax Division.

Name of Ajax Division

The President reported that the Board of Governors had approved the name 'Ajax Division' to designate the part of the University operating at Ajax, Ontario.



Report of  
the Ajax  
Committee  
(Cont'd)

#### Hart House Ajax

It was moved by Mr. Gilley,  
Seconded by Dean Young,  
And approved -

That the name of the undertaking within the Ajax Division for the carrying on of the functions being performed by Hart House on the Toronto Campus, should be 'Hart House Ajax'.

#### Names of Buildings and Streets

It was moved by Mr. LePan,  
Seconded by Mr. Gilley,  
And approved -

That the following buildings and streets be given the new names designated:-

| <u>Present Name</u>                                 | <u>New Name</u>  |
|---|------------------|
| Staff House   | Arbor Lodge      |
| Administration Building                             | York Hall        |
| Avenue A  | University Drive |
| King Street   | King's Road      |
| Street between Residences, East Area<br>(no name)   | Queen's Road     |
| Street between Hart House and<br>Hospital (no name) | College Avenue   |

#### Students' Administrative Council

The Chairman explained that he had discussed with the Students' Administrative Council the question of the inclusion of their financial affairs in the Estimates of the University for the Ajax Division. This matter had previously been referred back by the Committee, and the Chairman now assured the Committee that the Students' Administrative Council wished to assume full responsibility for their own activities.

It was moved by Dean Young,  
Seconded by Mr. Bonus,  
And approved -

That the Estimates of the Students' Administrative Council should not be included in the general Estimates of the Ajax Division.

#### Appointments

It was moved by Dean Young,  
Seconded by Mr. Gilley,  
And approved -

That all appointments to the academic staff, other than those paid on fortnightly certificate, shall be recommended by the President to the Board, in the same manner as on the Toronto Campus.

It was moved by Mr. LePan,  
Seconded by Dean Young,  
And approved -

That within the Estimates, service personnel, including foremen, tradesmen, workmen, etc., shall not be recommended to the Board for appointment, but shall be engaged for service by the respective department head, or his representative, in the same manner as on the Toronto Campus;

That within the Estimates, members of the Administrative and Clerical Staff shall be appointed by the department head, if their salaries do not exceed \$1,500 per annum;

That appointment of members of the Administrative and Clerical Staff with salaries in excess of \$1,500 shall be recommended by the Director of Ajax to the President for presentation to the Board; appointments in the Bursar's and Superintendent's Offices at Ajax Division to be first approved by the Bursar and the Superintendent, respectively.



Report of  
the Ajax  
Committee  
(Cont'd)

Wartime Bonus

In connection with the application of the wartime bonus to members of the staff, the Bursar questioned the possibility of payments to the staff being made for services in respect of the Toronto Campus and the Ajax Division during the same session. Dean Young explained that there would be practically no division as far as the academic staff was concerned, and

It was moved by Mr. LePan,  
Seconded by Mr. Gilley,  
And approved -

That wartime bonus shall not be paid in respect of salaries or wages of all personnel of the Ajax Division.

Living Accommodation

It was moved by Mr. Higginbottom,  
Seconded by Mr. LePan,  
And approved -

That the Director, the Director of Studies, the Deputy Bursar and the Deputy Superintendent shall receive without charge residence accommodation, including telephone, but not heat, light and power.

It was moved by Mr. Higginbottom,  
Seconded by Mr. LePan,  
And approved -

That the Supervisor of Residences, the Housemasters for the Residences, and Matron or similar officials in charge of residences for Women shall receive residence accommodation without charge.

Residence Committee

It was moved by Mr. LePan,  
Seconded by Dean Young,  
And approved -

That the Director of Ajax be given power to appoint members of the Residence Committee of the Ajax Division.

It was agreed that no withdrawals of students living in the residences shall be allowed, but that the Residence Committee shall have the power to permit a student to withdraw from residence in special cases.

The following Residence rules were approved:-

General

Residence buildings in the Ajax Division each accommodate approximately 80 students, with two occupants to a room.

Except under very special circumstances, occupants will be required to remain in residence for the full academic session.

I. Supervision:

The Supervisor of Residences shall maintain general supervision over all Ajax student residences. He will be an ex-officio member of all House and Joint Committees.

A member of the Academic Staff resident in each house will act as friend and adviser to the men in his own house. He will be an ex-officio member of his own House Committee and of the Joint Committee.

II. House Committee:

There shall be elected in each House, by the members thereof and in a manner to be determined by them a House Committee of six members. The Housemaster shall be a member, ex-officio, but without a vote, of his respective House Committee; and shall be notified of all the meetings of the Committee. The Committee shall elect from



Report of  
the Ajax  
Committee  
(cont'd)

its members any necessary officers, including a Chairman, and a Secretary-Treasurer.

1. Each House Committee shall keep minutes of its proceedings and of all meetings of members of its respective House; and shall issue all reports and statements in writing.
2. Each House Committee shall enforce (a) the three general rules laid down by the University, designated to prevent hazing, the use of intoxicants, and gambling; and shall undertake supervision over the conduct of the occupants; and (b) shall enact and enforce such other rules as it may consider to be in the interests of the House.
3. In dealing with infractions of the rules referred to in II 2 (a) a House Committee shall make a report of its findings to the Residence Committee, and may add a recommendation as to the measures to be taken.
4. In the event that the House Committee or Joint House Committee considers an offence serious enough to warrant dismissal of the student concerned, the matter shall be referred to the Residence Committee for consideration.

### III. Joint House Committee:

There shall be established a Joint House Committee composed of the Chairman of each House Committee. The Housemasters shall be members ex-officio of this Committee but without a vote. The Committee shall appoint one from any of its members to act as Secretary-Treasurer, who shall record the minutes of meetings of the Committee and administer any funds at its disposal. The Committee shall promote and integrate Residence activities and shall take any concerted action deemed necessary to promote the interests of the Residence as a whole. It shall meet monthly. Special meetings may be held when considered necessary by the Supervisor of Residences, or at the request of a majority of House Committee Chairmen.

1. Any regulations established by the Joint House Committee shall be enforced by each House Committee on the members of its House.
2. At the opening of each academic session, the Joint House Committee shall establish a Residence fee to cover the cost of social, athletic, and any other activities approved by the Committee. This fee shall be collected by the Secretary-Treasurer of the Committee.

### IV. General Regulations:

1. Ladies may be invited to the Residence Common Rooms on Sundays between the hours of 3:00 and 8:00 p.m. On other days they may be invited only with the knowledge and consent of the Housemaster and under no circumstances, except at an officially chaperoned function, after 7:00 p.m.
2. The House telephones shall not be used for outgoing Long Distance calls.
3. No occupant shall be permitted to operate a radio until he has obtained, through the House Committee, a formal permission from his Housemaster. This formal permission will be given on presentation of a radio license and, to be valid, must bear the number of the license.
4. In the event of damages of the Residence or the contents thereof, the Housemaster and the House Committee concerned, shall be informed. The House Committee or, in the event of two or more Houses being involved, the Joint House Committee shall place the responsibility, individually or collectively, for the damages; and



Report of  
the Ajax  
Committee  
(Cont'd)

- when its report is submitted to the Deputy Superintendent, the bill will be rendered to the responsible person or persons through the appropriate Housemaster and House Committee.
5. The Joint House Committee or the House Committee concerned shall, in all circumstances not covered by specific regulations, take such action as is deemed to be in the best interests of the Residence as a whole or in the individual House.
  6. In the enforcement of II 2 (b) and IV 3, the Joint House Committee or the House Committee as the case may be shall be empowered to hold an investigation, to summon witnesses, and to come to a finding.
  7. In the enforcement of II 2 (b), and IV 5, the Joint House Committee or a House Committee may impose penalties or, if in its judgment more severe measures should be taken, it shall make a recommendation to the Residence Committee.
  8. In all cases there shall be the right of appeal to the Residence Committee.
  9. Any member of the House Committee charged with infraction of the rules shall be ineligible to sit in consideration of his own case, and when more than three members of the House Committee are so charged, the Chairman of the House Committee shall call a general meeting, and shall have elected by those members of the House not so charged, a sufficient number to constitute, with the remaining members of the Committee, a committee of six to sit in judgment on the case.
  10. Nothing in the above rules shall be construed as denying to the Residence Committee the right to consider and decide any matter relating to the welfare of the Residence.

It was moved by Mr. Bonus,  
Seconded by Mr. Gilley,  
And approved -

That Building Number 721 be set aside as a residence for women students and women members of the staffs of the University, Defence Industries Limited, and War Assets Corporation, etc., and that a Matron thereof be appointed, and also that a Housemistress be appointed for the women students if considered necessary, and that Defence Industries Limited and War Assets Corporation be consulted in connection with the same.

Relations with Ajax Village

Mr. Gilley reported that a meeting was held with the various interested organizations at Ajax concerning the use of recreational facilities. The President stated that efforts should be made to maintain good relations with the residents in the Ajax Wartime Housing Village but that it should always be recognized that in connection with the recreational facilities, the needs of the students and staff of the University and the employees of Defence Industries Limited and War Assets Corporation should first be considered.

Academic Report

Dean Young reported that satisfactory progress was being made in obtaining academic staff for the Ajax Division.



Report of  
the Ajax  
Committee  
Cont'd)

#### Commissioners of Oaths

The Bursar informed the Committee that the Board of Governors had approved of his recommendation for the appointment of Commissioners of Oaths necessary in connection with the Department of Veterans' Affairs entitlements, and that the Board had given authority for the appointment of three Commissioners, Mrs. Margery Little King, Executive Secretary of the University Advisory Bureau, Mr. G. L. Court, Deputy Bursar at Ajax Division, and one other, this matter to be reconsidered in six months' time. The Committee recommend to the Board the appointment of Mr. J. R. Gilley as a Commissioner of Oaths.

#### Waiting Room Lease

It was moved by Mr. Bonus,  
Seconded by Mr. Shortreed,  
And approved -

That the University acquire the ground lease for the Bus Waiting Room on Number 2 Highway from Mr. Harry Arnold, at a rental of \$1.00 per annum.

#### Insurance

It was moved by Mr. Higginbottom,  
Seconded by Mr. Bonus,  
And approved -

That the Committee recommend to the Board of Governors that Holdup and Burglary Insurance, and a Fidelity Bond for employees handling cash, be obtained for the Ajax Division.

#### Personal Services Contracts

It was moved by Mr. Shortreed,  
Seconded by Mr. Bonus,  
And approved -

That the form of the Personal Services Contract for the persons operating the Barber Shop, the Cleaning and Pressing Shop and the Shoe Repair Shop, under which the operator is paid a percentage of the proceeds of his operation but is guaranteed a certain minimum wage, should be referred to the University Solicitor for his approval.

#### Shuttle Service

In consideration of the fact that up to the present time it has been impossible to secure a public transportation company to operate a shuttle service, unless subsidized, between the University property at Ajax and Number 2 Highway,

It was moved by Mr. LePan,  
Seconded by Mr. Bonus,  
And approved -

That the University operate a limited shuttle service without charge for employees of the University at Ajax.

#### Superintendent's Inventory

It was moved by Mr. Gilley,  
Seconded by Mr. Court,  
And approved -

That the Superintendent be permitted to hold an inventory of supplies, replacement parts, etc., to a value not to exceed \$40,000.00.

The questions of Unemployment Insurance and regulations regarding the use of a transportation pool being provided by the Ajax Division were left over to the next meeting.

All of which is respectfully submitted.

(Sgd) Sidney Smith,  
Chairman of Committee.  
(Sgd) C. E. Higginbottom,  
Secretary."

December 14, 1945.



Registra-  
tion  
Statistics

The President reported on the registration and courses at the Ajax Division, and the arrangements made for residence accommodation, cafeteria, recreation, etc., together with operating expenditure and revenue. Reference was also made to the registration of ex-service personnel.

Changes in  
foregoing  
report of  
the Ajax  
Committee

The foregoing report of the Ajax Committee was approved with the following exceptions:-

1. In connection with the Committee's recommendation on page 2 that By-Law Number 43 be amended to provide for an increase on the Ajax Committee to fifteen members, for the inclusion of Mr. A. Gaine and Mr. J. Shortreed, this will be taken care of by an amendment to this By-Law which the Governors have authorized and which will state the minimum number of members on any Administrative Committee instead of the maximum number.
2. Regarding the reference to "Appointments" on page 4 of the report, this was amended in part by the recommendations of the Executive Committee approved by the Board and set out on folio 206.

Donation  
to the  
University  
Expansion  
Fund

The Bursar reported the receipt of a letter from Mr. Grandison Hoyt, with a cheque for \$6,600 for the University Expansion Fund. It was explained by Mr. Morrow that Mr. Hoyt was desirous of making a donation to the University of Rochester but would not receive tax exemption on the same, and that if the University of Toronto could find a graduate in the United States who would contribute to Rochester our mutual aims would be served; and that it was understood that there was no obligation involved in the acceptance of this donation.

*Indefinite*  
*4.12.46*

Minutes confirmed.

*January 24<sup>th</sup> 1946*

The meeting adjourned at 6:10 p.m.

*[Signature]*

Chairman

*[Signature]*

Secretary.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, January 24th, 1946, at 4 p. m.

Present -

|                                 |                   |
|---------------------------------|-------------------|
| The Chairman (Colonel Phillips) | Hon. Dr. Ferguson |
| The Chancellor                  | Dr. Neilly        |
| The President                   | Mr. Kelly         |
| Mr. Vaughan                     | Mr. Duncan        |
| Mr. Burns                       | Hon. Dr. Bruce    |
| Mr. LaBine                      |                   |

Mr. Arnold Gaine, Comptroller

Mr. C. E. Higginbottom, Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

|                  |            |
|------------------|------------|
| Mr. McCullagh    | Mr. Ross   |
| Mr. Justice Hope | Dr. Gibson |
| Mr. Bryce        | Mr. Borden |
| Mr. Morrow       |            |

The minutes of the last meeting were presented and -

Upon motion of Mr. LaBine,  
Seconded by Mr. Burns,

were confirmed.

The minutes of the meeting of the Executive Committee held at the York Club on Friday, January 18th, were presented.

Arising out of the minutes -

It was moved by Mr. LaBine,  
Seconded by Dr. Neilly,  
And Resolved -

that By-Law No. 45, amending By-Law No. 43 by deleting the maximum number of members on the Administrative Committees, be approved.

Approval  
of By-Law  
No. 45  
amending  
By-Law  
No. 43



Delegation  
from the  
Toronto  
Conservatory  
of Music to  
discuss new  
Music Centre

As arranged with the Chairman of the Board a delegation from the Board of Directors of the Toronto Conservatory of Music, consisting of Mr. Chalmers, Mr. James and Mr. Bishop, was received for a discussion in connection with the proposed Music Centre and additional funds needed by the Conservatory. Mr. Chalmers informed the Board of their endeavour to co-operate with the University, and after careful consideration of the matter it was agreed that the Chairman of the Board should go with the Conservatory representatives to interview the Government and offer the University's support providing the scheme did not interfere with the University's programme.

Recommendations of the President -

Recommendations of the President

were approved as follows:-

Appointments

Appointments:

Faculty of Arts:

G. G. Brown

- Associate Professor of Anthropology from July 1, 1946 @ \$3,500 a year

F. H. Buck

- Lecturer in Political Economy, Jan. 1 to June 30, 1946 @ \$2,550 a year

Faculty of Medicine:

Ophthalmology:

A.J. Elliott

- Junior Demonstrator, Oct. 1, 1945, to June 30, 1946 \$100

H. L. Ormsby

- Resident Fellow, Jan. 1 to June 30, 1946 \$50 a month

Faculty of Applied Science and Engineering:

Chemical Engineering - Demonstrators:

F. B. Munroe

- from Jan. 10, 1946 for 3 mos. \$170 a month

C. E. Drover

- May, 1946 \$200

School of Hygiene:

D. L. MacLean

- Professor of Public Health, from Jan. 14, 1946 \$2,000 a year

Approval was also given to the appointment of G. Patterson as Professor of Aerodynamics, Civil Engineering: Municipal and Structural, from July 1, 1946, at \$5,000.00 a year, and the notice of motion in this case was waived.

Additional  
al appro-  
priations

Additional appropriations for 1945-46:

Faculty of Arts:

Political Economy:

"Salaries"

- \$1,275

Faculty of Medicine:

Ophthalmology:

"Salaries"

- 400

Faculty of Applied Science:

Chemical Engineering:

"Salaries - Demonstrators, etc."

- 880

Statutes  
of Senate

Statutes of Senate:

Number 1689

- respecting Certain Changes in the Composition  
of the Senate

Number 1738

- respecting Certain Departments in the School  
of Hygiene

In connection with Statute Number 1689 it was suggested by Hon. Dr. Bruce that the President take up with the Senate the question of a larger graduate representation on the Senate.

Accelerat-  
ed courses  
for Pharmacy  
students

Also upon the recommendation of the President the following recommendation, submitted by the Board of Pharmaceutical Studies and approved by the Senate of the University, was approved:-

- (a) that an accelerated course to meet the needs of returning service personnel be given to commence on April 15, 1946, and to continue until December 14; in this course the work of both the First and Second Years will be given; and
- (b) that a second accelerated course be given to commence on January 6, 1947, and to continue until July 5, 1947, in which the work of both the First and Second Years will also be given.

The President stated that in connection with instruction given by the University to Pharmacy students he would suggest at the next meeting that possibly the sum of \$20,000 be charged for the above courses.

Payment of  
travelling  
expenses  
of R. A.  
Preston,  
History

Approval was given to the President's recommendation that on the presentation to the Bursar of satisfactory vouchers for the travelling and transportation expenses from England to Toronto of the family and furniture of Professor R. A. Preston, Department of History, the Bursar be authorized to pay to



Professor Preston an amount equivalent to what would have been his salary for a period not to exceed two months, as expenses.

No action taken re separate organization for ex-service students

The President informed the Board that a plebescite had been taken in connection with forming a separate organization for ex-service students at the University, but that up to the present no organization had been formed.

Instruction to students at Ajax and fees payable

Upon motion of the President approval was given to the following arrangements in connection with instruction to students at Ajax, which were agreed upon at a conference with the Heads of the Federated Arts Colleges:-

- "(a) that each Arts student enrolled in the First Year of the Honour Course in Mathematics, Physics, Chemistry at the Ajax Division, should be registered in the college of his choice, and
- (b) that he should pay to the University Bursar the fees prescribed for an Arts student namely -
  - Tuition fee - \$150.00
  - Incidental fees - 53.00
  - Laboratory Deposit fee - 10.00
  - \$213.00

Of this amount, \$7.00 covers the Literary and Athletic Society fee for students registered in University College, and this sum will be transferred by the Bursar's Office to the Society. In the case of each student registered in a Federated Arts College, the sum will be paid to the college concerned in lieu of the corresponding college fee.

The Heads agreed that in the case of each student registered in a Federated Arts College they would waive all claim to the tuition fee in favour of the University, and also to the supplementary grant of \$150 payable by the Department of Veterans' Affairs."

Recommendations of Executive Committee

Recommendations of the Executive Committee were approved as follows:-

Additional appropriations

- (a) Additional appropriations for 1945-46:
  - "Vocational Guidance Centre", Ontario College of Education - \$25,000.00
  - "Workmen's Compensation" - 1,000.00



Appoint-  
ment and  
appropria-  
tion in  
Comptrol-  
ler's  
Office

Note for  
Roll of  
Service

Dunlap  
Observatory

Brett Mem-  
orial Fund

Hart House  
Theatre

Committee  
on Legal  
Education

Letter from  
Icelandia

Account for  
survey re  
broadcast-  
ing

Question of  
Fire Insur-  
ance being  
carried by  
University

University  
Expansion  
Fund

Insulin  
Committee  
Report

(b) Recommendations of the Comptroller for his office:

Appointment of Miss Alice Ryan, Secretary, at a salary at the rate of \$2,500.00 per annum from February 1, 1946.

An appropriation for "Office Supplies, Postage, Printing and Incidentals" for 1945-46 of \$250.00.

(c) Inclusion in the Registrar's Estimates for 1946-47 of \$3,000.00 for the compilation of a Roll of Service in connection with the last war.

(d) Details regarding the re-opening of the David Dunlap Observatory to be worked out by the Comptroller, and the matter of liability insurance looked into.

(e) Authority to the Bursar to accept donations to the Brett Memorial Fund, and question of policy to be adopted by the Board regarding requests for handling of similar funds in future to be referred to the President.

(f) Matter of University taking over Hart House Theatre to be referred to Hart House Committee.

(g) Appointment of following Committee on Legal Education:  
President Smith (Chairman)      Mr. Justice Hope  
The Chairman of the Board      Mr. Henry Borden  
Chief Justice Robertson      Mr. Arthur Kelly

(h) Letter from Icelandia Limited regarding Varsity Arena and Stadium to be referred to the Athletics and Physical Training Committee for consideration and report.

(i) Payment of account of Keith A. MacKinnon, Consulting Radio Engineer, Ottawa, for \$200.00 for professional services regarding survey of broadcasting by the University.

Regarding the further recommendation of the Executive Committee that the Board consider the question of ascertaining from the Government whether the University should carry fire insurance, the Chairman stated that he would write the Government in this connection next week.

The Executive Committee also recommended consideration of the report on the University Expansion Fund, and it was decided that a half-hour period be set aside at the next meeting for consideration of the same.

Communications were presented and dealt with as follows:-

From the Secretary of the Insulin Committee transmitting the Financial Statement for the year ending July 31, 1945, and Report Number 34, and

Upon motion of Dr. Neilly,  
Seconded by the President,

the report was approved as follows:-



Insulin  
Committee  
report  
(Cont'd)

"Report No.34

22nd January, 1946

REPORT OF THE INSULIN COMMITTEE OF THE  
BOARD OF GOVERNORS, UNIVERSITY OF TORONTO

WHEREAS the surplus in the funds of your Insulin Committee as at 31st July, 1945, amounted, in all, to \$145,779.37 (as shown in the attached Balance Sheet) -

AND WHEREAS this surplus requires to be dealt with pursuant to agreements between the Governors and James Bertram Collip, Charles Herbert Best and the late Frederick Grant Banting -

AND WHEREAS, with the assent of the Governors on the one hand and Messrs. Collip, Best and Banting on the other, it has become an established practice that, in the division of such a surplus, the sum of \$10,000. is withheld to remain as an Operating Balance in the funds of the Committee.

Your Insulin Committee has now to request that the sum of \$135,779.37 (i.e. the above-mentioned surplus of \$145,779.37 less \$10,000.) be dealt with as follows, to wit:-

1. That a one-half portion of this \$135,779.37, i.e. \$67,889.70 be allocated to the Insulin Committee Trust Fund which is held by the Bursar; and that interest allowed on this fund, so augmented, be at such rate as may be determined by the Board of Governors.

2. That one-third of the second half-portion of \$135,779.37, i.e. \$22,629.89, be held by the Bursar subject to withdrawal upon requisitions from time to time by the Director of the Banting and Best Department of Medical Research for the purposes of medical research being carried out in the University of Toronto by the said Director personally or under his direction.

3. That the sum of \$22,629.89 be held by the Bursar subject to withdrawal upon requisitions from time to time by Dr. C. H. Best for the purposes of medical research being carried out in the University of Toronto by him personally or under his direction.

4. That the sum of \$22,629.89 be paid, for the purposes of medical research, to McGill University, to which Dr. J. B. Collip was attached, and in which he was actively employed in research work, for the duration of the twelve months between 1st August, 1944, and 31st July, 1945.

5. That if for any reason the whole or any part of the sums set aside for the Director of the Banting and Best Department of Medical Research and for Dr. Best be not called upon as provided hereinabove, the disposal of the balance or balances be dealt with by the Board of Governors.

All of which is respectfully submitted.

(Sgd) A. M. Fisher  
Secretary.

(Sgd) F. K. Morrow,  
Chairman."



Fee waived  
for dupli-  
cate dip-  
oma in  
Medicine

From the Registrar transmitting a recommendation of the Senate that the fee of \$5.00 be waived in the case of William Mark Toone, M.D. 1937, who had applied for a new Diploma as the original was destroyed by enemy action, and this recommendation was approved by the Board.

University  
Engineer-  
ing Alumni  
Scholarship  
Committee

From the Secretary of the Engineering Alumni Association submitting nominations for the membership of the Engineering Scholarship Committee for the ensuing three years, and

Upon motion of Mr. LaBine,  
Seconded by Hon. Dr. Bruce,

these were approved as follows:-

Mr. Morley W. Sparling (Chairman)  
Dean C. R. Young  
Mr. Gilbert A. LaBine  
Dr. Otto Holden

Mr. Milt. B. Hastings  
Mr. Cy. N. Danks  
Mr. Robt. J. Marshall

Letter of  
thanks  
from Mrs.  
C. N.  
Cochrane

From Mrs. C. N. Cochrane, thanking the Board for the consideration shown her in payment of a compassionate allowance on the death of her husband, Professor C. N. Cochrane, together with use of the Dean's House, University College, for the remainder of the present Session.

Donations -

The following donations were reported, and upon motion of Dr. Neilly were accepted with thanks and appreciation:-

National Research Council

\$ 4,000.00 for Project E.E.1-9, Dr. G. F. Wright, Chemistry  
809.14 " " A.M. 17-9B, Wing Commander J. A. Sullivan,  
Oto-Laryngology

Miscellaneous

\$ 2,410.00 from the Registered Nurses' Association of Ontario to cover salary expenditures in School of Nursing from Nov. 1 to Dec. 31, 1945  
1,000.00 from Mount Sinai Lodge for credit of their Loan Fund. Board granted their request that the loans be no longer restricted to students in Occupational Therapy, Physical Therapy and Medicine, but be made to any needy students in any course.  
600.00 from Hoffman-La Roche Limited, \$300.00 each to Dr. C. H. Best and Dr. J. K. W. Ferguson, respectively, for research under their direction. No conditions attached to grants and no question of patents or other embarrassing features.



Donations  
(Cont'd)

Miscellaneous Donations (Cont'd):

\$ 273.00 (U.S. funds) from the American Society of Heating and Ventilating Engineers, being the 4th and final payment for research in Department of Chemical Engineering.

250.00 from Dr. H. E. Shouldice as a further gift towards research in Department of Pharmacology

200.00 " Jenkins Brothers to cover the award of their Scholarship in Engineering

100.00 " Posluns Brothers to cover the award of their scholarship in Medicine payable in 1946-47

60.00 " the Dental Students' Parliament to cover two of their awards, payable in Session 1945-46

25.00 " the University College Alumni Association to cover their prize payable in 1945-46

For the Institute of Industrial Relations

First of five annual payments of like amount:

\$ 100.00 from Dominion Truck Equipment Company

50.00 " Canada Hair Cloth Company

Payment for one year:

\$ 100.00 from Hamilton Cotton Company

100.00 " Cluett, Peabody and Company of Canada

50.00 " Pigott Construction Company

Conditions  
of Award  
for Erskine  
Eaton Mem-  
orial  
Scholarship

The following conditions of award were approved in connection with the Erskine Eaton Memorial Scholarship in Modern Languages in the University of Toronto Schools, these conditions having already been approved by the Minister of Education:-

1. The scholarship shall be known as the Erskine Eaton Memorial Scholarship in Modern Languages.
2. The holder of the scholarship shall have his full tuition fees paid in his Upper School year. Any amount required, in addition to the yearly earning of the endowment of one thousand dollars, to make up the full tuition fees, which at present are seventy-five dollars a year, shall be provided for in a special item in the annual Estimates of the Ontario College of Education.
3. A Committee of Award shall be set up each year, composed of the donor or someone designated by him, the Headmaster, two masters chosen by the Headmaster, and the School captain. In the event that the donor cannot serve on the Committee or name his representative, the Headmaster may appoint a third master.
4. The Committee shall select annually a student of the University Schools entering the Upper School who best meets the following conditions:-
  - (i) marked proficiency in modern languages of the Middle School, especially French, and continuance of the study of Modern Languages in the Upper School;
  - (ii) outstanding example and leadership;
  - (iii) interest in school activities.
5. The scholarship shall be presented at the Annual Prize Giving exercises.
6. The first award shall be made for the Session 1946-47.



Financial  
Statements

The Bursar presented the Financial Statement and the Comparative Revenue and Expenditure Statement for the month of December; also his Estimate, under By-Law Number 20, of the amount required to defray Current Expenditure for the month of February. Ordered, upon motion of Mr. Burns, that an Accountable Warrant for Four Hundred and Fifty Thousand Dollars (\$450,000.00) be issued to the Bursar.

Account-  
able  
WarrantList of  
members  
of staff  
returned  
to duty  
from War  
Leave

The Bursar also presented the following list of members of the staff who had returned to duty from war service during the period October 1 to December 31, 1945, together with the following list of those who were granted leave of absence for war service but have resigned and will not be returning to the University:-

| <u>NAME</u>            | <u>TITLE</u>                         | <u>DEPART-<br/>MENT</u> | <u>DATE OF<br/>LEAVE</u> | <u>RANK</u>                          | <u>DATE OF<br/>RETURN</u> |
|------------------------|--------------------------------------|-------------------------|--------------------------|--------------------------------------|---------------------------|
| <u>Administration</u>  |                                      |                         |                          |                                      |                           |
| Gair, J. A.            | Account-<br>ant,<br>General<br>Funds | Bursar's<br>office      | Apr.<br>1942             | Capt.<br>Toronto<br>Scottish         | Oct. 9, 1945              |
| Prince, J. R.          | Bookkeeper                           | do.                     | Jan.<br>1940             | F/Sgt.<br>R.C.A.F.                   | Nov. 12, 1945             |
| Holditch, M.           | do.                                  | do.                     | Jan.<br>1943             | W.O.-2<br>R.C.A.F.                   | Nov. 9, 1945              |
| Stuart, Mrs. M.        | Clerk                                | do.                     | June<br>1944             | Wom.Div.<br>R.C.A.F.                 | Oct. 5, 1945              |
| Moogk, E. G.           | Assistant                            | Supt's<br>Office        | July<br>1940             | Major,<br>R.C.E.                     | Oct. 1, 1945              |
| Cook, Miss M.          | Asst.Cus-<br>toms Clerk              | do.                     | Mar.<br>1943             | W.R.C.N.S.                           | Nov. 1, 1945              |
| <u>Library</u>         |                                      |                         |                          |                                      |                           |
| Ball, Miss K.          | Assistant                            | Library                 | Jan.<br>1942             | Wom.Div.<br>R.C.A.F.                 | Oct. 18, 1945             |
| Corbett, Mrs. E.       | do.                                  | do.                     | Oct.<br>1942             | W.R.C.N.S.                           | Oct. 1, 1945              |
| <u>Faculty of Arts</u> |                                      |                         |                          |                                      |                           |
| Clare, S.              | Tech'l<br>Asst.                      | Zoology                 | Sept.<br>1942            | R.C.A.F.                             | Nov. 1, 1945              |
| Fisher, K. C.          | Asst.<br>Prof.                       | do.                     | Mar.<br>1944             | Opera-<br>tional<br>Research<br>Army | Oct. 1, 1945              |
| Goudge, T. A.          | Assoc.<br>Prof.                      | Philo-<br>sophy         | Aug.<br>1943             | Lt.Com'r<br>R.C.N.V.R.               | Sept. 1, 1945             |
| Heard, J. F.           | Asst.<br>Prof.                       | Astron-<br>omy          | Nov.<br>1940             | R.C.A.F.                             | Oct. 1, 1945              |



List of  
members  
of staff  
returned  
to duty  
from War  
Leave  
(Cont'd)

| <u>NAME</u>  | <u>TITLE</u>            | <u>DEPART-<br/>MENT</u>     | <u>DATE OF<br/>LEAVE</u> | <u>RANK</u>                                  | <u>DATE OF<br/>RETURN</u> |
|--|-------------------------|-----------------------------|--------------------------|--|---------------------------|
| <u>Faculty of Arts (Cont'd)</u>                        |                         |                             |                          |  |                           |
| Longworth, G.F.  | Observer                | Astron-<br>omy              | Nov.<br>1943             | Elec'l<br>Artificer<br>R.C.N.V.R.            | <u>1945</u><br>Nov.<br>21 |
| Prince, A.   | Chief Lab.<br>Assistant | Zoology                     | July<br>1942             | R.C.A.F.                                     | Dec.1                     |
| Russell, L. S.   | Asst.<br>Prof.          | Geolog-<br>ical<br>Sciences | Sept.<br>1942            |  | Oct.,<br>15               |
| Smith, S. G.   | Lab.At-<br>tendant      | Botany                      | Jan.<br>1942             | Private,<br>Veterans'<br>Guard               | Oct.1                     |
| Welsh, H. L.   | Ass.Prof.               | Physics                     | Jan.<br>1944             | Opera-<br>tional<br>Research<br>R.C.N.       | Sept.<br>1st              |
| <u>Faculty of Medicine</u>                             |                         |                             |                          |  |                           |
| Brown, M. H.   | Professor               | Hygiene                     | Dec.<br>1939             | Colonel<br>R.C.A.M.C.                        | Nov.1                     |
| Brown, W. Hurst  | Sr. Dem'r               | Medicine                    | Jan.<br>1941             | Colonel<br>R.C.A.M.C.                        | Sept.<br>1st              |
| Cleghorn, R. A.  | Jr. Dem'r               | do.                         | Mar.<br>1943             | Major<br>R.C.A.M.C.                          | Oct.1                     |
| Dauphinee, J. A.                                       | Associate               | do.                         | May,<br>1941             | Lt.-Col.<br>R.C.A.M.C.                       | Sept.<br>1st              |
| Graham, J. W.  | Sr. Dem'r               | do.                         | July<br>1942             | Surg-Com.<br>R.C.N.V.R.                      | Sept.<br>1st              |
| Macdonald, R. I.                                       | Jr. Dem'r               | do.                         | Aug.<br>1940             | Lt.-Col.<br>R.C.A.M.C.                       | Sept.<br>1st              |
| Kerr, R. B.  | Jr. Dem'r               | do.                         | July<br>1940             | Lt.-Col.<br>R.C.A.M.C.                       | Sept.<br>1st              |
| Parks, A. E.   | Sr. Dem'r               | do.                         | Dec.<br>1942             | Lt.-Col.<br>R.C.A.M.C.                       | Sept.<br>1st              |
| Prendergast, D.J.                                      | do.                     | do.                         | Apr.<br>1944             | Surg.Lt.<br>R.N.V.R.                         | Sept.<br>1st              |
| Richardson, J.C.                                       | Jr. Dem'r               | do.                         | Apr.<br>1940             | Lt.-Col.<br>R.C.A.M.C.                       | Sept.<br>1st              |
| Wrong, N. M.   | Sr. Dem'r               | do.                         | Jan.<br>1943             | Major,<br>R.C.A.M.C.                         | Sept.<br>1st              |
| Campbell, J.   | Assistant<br>Professor  | Physiol-<br>ogy             | Oct.<br>1941             | Lt.Com'r<br>R.C.N.V.R.                       | Sept.<br>15               |
| Waters, E.T.   | Associate<br>Professor  | do.                         | Oct.<br>1941             | Flt.-Lt.<br>R.C.A.F.                         | Oct.<br>15                |
| Wilson, G.E.P.   | Jr. Dem'r               | Surgery                     | Dec.<br>1941             | Can.Red<br>Cross Or-<br>thopaedic<br>Unit    | Oct.1                     |
| <u>School of Hygiene</u>                               |                         |                             |                          |  |                           |
| Mosley, W.   | Associate<br>Professor  | Public<br>Health<br>Adm'n   | Apr.<br>1943             | Sqd.Leader<br>R.C.A.F.                       | Oct.1                     |
| <u>Banting and Best Department of Medical Research</u> |                         |                             |                          |  |                           |
| Cowan, C. R.   | Comptroller             |                             | Oct.<br>1941             | Lt.-Com'r<br>R.C.N.V.R.                      | Oct.<br>15                |
| McPherson, L.B.  | Research<br>Assistant   |                             | July<br>1940             | Major<br>R.C.A.M.C.                          | Nov.<br>12                |
| Watson, W. J.  | Technician              |                             | June<br>1940             | Private,<br>Royal Re-<br>giment of<br>Canada | Oct.1                     |

List of  
members  
of staff  
returned  
to duty  
from War  
Leave  
(Cont'd)

| <u>NAME</u>                         | <u>TITLE</u>                             | <u>DEPART-<br/>MENT</u>                 | <u>DATE OF<br/>LEAVE</u> | <u>RANK</u>                                     | <u>DATE OF<br/>RETURN</u> |
|-------------------------------------|--|---|--------------------------|---|---------------------------|
| <u>Faculty of Applied Science</u>   |  |   |                          |   |                           |
| Lauchland, L. S.                    | Assistant<br>Professor                   | Electric-<br>al Engin-<br>eering        | July<br>1940             | Lt.-Col.<br>Army H.Q.<br>Overseas               | Oct. 1, 1945              |
| Stark, F.                           | Second<br>Assistant<br>Photo-<br>grapher | Photo-<br>graphic<br>Service            | June<br>1943             | Private,<br>Royal Can.<br>Engineers             | Oct. 29, 1945             |
| Mowat, Ross                         | Laborat-<br>ory<br>Attendant             | Chemical<br>Engin-<br>eering            | March<br>1943            | L/Cpl. 2nd<br>Infantry<br>Training<br>Battalion | Nov. 1, 1945              |
| <u>Faculty of Dentistry</u>         |  |   |                          |   |                           |
| Harwood, J.H.G.                     | Associate                                | Dentistry                               | Aug.<br>1942             | Capt. Can.<br>Dental<br>Corps                   | Oct. 1, 1945              |
| Kreutzer, J.                        | do.                                      | Preventive<br>Dentistry                 | Mar.<br>1943             | Capt. Can.<br>Dental<br>Corps                   | Oct. 1, 1945              |
| McIntosh, W. G.                     | do.                                      | Periodon-<br>tology                     | Apr.<br>1942             | Major, Can.<br>Dental<br>Corps                  | Oct. 1, 1945              |
| Purves, J. D.                       | Demon'str                                | Dentistry                               |                          | Capt. Can.<br>Dental<br>Corps                   | Oct. 1, 1945              |
| Spinks, G. W.                       | Professor                                | Dental<br>Anatomy                       | Oct.<br>1942             | Capt. Can.<br>Dental<br>Corps                   | Oct. 1, 1945              |
| Tanner, D. M.                       | Associate<br>Professor                   | Dental<br>Surgery &<br>Anaesthe-<br>sia | May<br>1940              | Major, Can.<br>Dental<br>Corps                  | Sept. 1, 1945             |
| Twible, R. L.                       | Associate                                | Dentistry                               | Nov.<br>1941             | Major, Can.<br>Dental<br>Corps                  | Oct. 1, 1945              |
| <u>Ontario College of Education</u> |  |   |                          |   |                           |
| McGuire, H.                         | Assistant<br>Professor                   | Elementary<br>Subjects                  | Apr.<br>1942             | Canadian<br>Legation,<br>Washing-<br>ton        | Oct. 15, 1945             |
| <u>University Press</u>             |  |   |                          |   |                           |
| Halpenny, Miss F.                   | Clerk                                    | -                                       | Oct.<br>1942             | Women's<br>Division,<br>R.C.A.F.                | Dec. 1, 1945              |
| <u>Royal Ontario Museum</u>         |  |   |                          |   |                           |
| Crook, A. H.                        | Preparator                               | Geology &<br>Palaeon-<br>tology         | Nov.<br>1940             |   | Dec. 1, 1945              |



List of members of staff granted leave for War Service, who have resigned and will not be returning to the University

Members of staff granted leave of absence for War Service, who have resigned and will not be returning to the University.

| <u>NAME</u>  | <u>TITLE</u>                    | <u>DEPART-<br/>MENT</u>               | <u>DATE OF<br/>LEAVE</u> | <u>RANK</u>   | <u>DATE OF<br/>RETURN</u> |
|--|---------------------------------|---------------------------------------|--------------------------|---|---------------------------|
| <u>Administration</u>                                  |                                 |                                       |                          |   |                           |
| Fetherston, J. D.                                      | Filing Clerk                    | Regis-<br>trar's<br>Office            | Feb.<br>1942             | F/O<br>R.C.A.F.   | 1945<br>Sept.<br>30       |
| <u>Faculty of Arts</u>                                 |                                 |                                       |                          |   |                           |
| Coe, V. F.   | Asst.<br>Prof.                  | Politic-<br>al Econ-<br>omy           | Oct.<br>1939             | Consulting<br>Economist,<br>Federal<br>Security<br>Agency,<br>Washing-<br>ton | Aug.<br>31                |
| Millman, P. M.   | Lect-<br>urer                   | Astron-<br>omy                        | Jan.<br>1941             | R.C.A.F.  | Oct.<br>31                |
| Taylor, T.M.C.   | Asst.<br>Prof.                  | Botany                                | Sept.<br>1942            | Lt.Com'r<br>R.C.N.V.R.  | Dec.<br>31                |
| <u>Faculty of Medicine</u>                             |                                 |                                       |                          |   |                           |
| Magner, D.E.O.   | Lect-<br>urer                   | Pathol-<br>ogy &<br>Bacter-<br>iology | Dec.<br>1940             | R.C.A.M.C.  | Nov.<br>30                |
| Wilson, R.   | Lab'y<br>Att't                  | Medicine                              | Mar.<br>1941             | Galt Air-<br>craft<br>School  | Aug.<br>31                |
| Morrison, A. C.  | Tech-<br>nician                 | Pharma-<br>cology                     | June<br>1941             | R.C.A.F.  | Nov.<br>30                |
| <u>School of Hygiene</u>                               |                                 |                                       |                          |   |                           |
| Kerns, K. M.   | Secre-<br>tary                  | Admin-<br>istra-<br>tion              | Sept.<br>1942            | R.C.A.F.  | Nov.<br>30                |
| <u>Banting and Best Department of Medical Research</u> |                                 |                                       |                          |   |                           |
| Walker, J. E.  | Tech-<br>nician                 |                                       | Nov.<br>1940             | W/O-2<br>R.C.A.F.   | Oct.<br>12                |
| <u>School of Nursing</u>                               |                                 |                                       |                          |   |                           |
| Kenney, Miss N.K.C.                                    | Super-<br>visor<br>of<br>Health |                                       | Oct.<br>1942             | Nursing<br>Sister<br>R.C.A.M.C.   | Sept.<br>30               |

SUMMARY

Total number of staff granted leave of absence for War Service:

Men - 231  
Women - 24 255

Returned to resume duties:

Men - 114  
Women - 8 122

Resigned:

Men - 20  
Women - 4 24

Died on Active Service:

Men - 2

Retired on Pension: Men 1 149 106

Total number remaining on leave, Dec.31,1945 106

Reports on  
Investments  
and Trusts,  
and Adminis-  
trative  
Organization  
referred to  
Finance  
Committee

Copies of the following reports prepared  
by the Auditors, Clarkson, Gordon, Dilworth and Nash, were distributed  
to the members present -

Report on Investments and Trusts  
Report on Administrative Organization

and these reports were referred to the Finance Committee.

Finance  
Committee  
Meeting

It was decided to call a luncheon meeting  
of the Finance Committee for Monday, February 4th, at the Toronto Club.

Suggestion  
that meet-  
ing of the  
Banting  
Memorial  
Committee  
be called

It was suggested by Hon. Dr. Bruce that a  
meeting be called of the Banting Memorial Committee, and

Upon motion of Dr. Neilly,  
Seconded by Mr. Vaughan,

Dr. C. H. Best was added to this Committee.

Comptroller  
to be noti-  
fied of all  
Board and  
Committee  
Meetings

Upon motion of the President it was decided  
that Mr. Arnold Gaine, Comptroller of the University, should be notified  
of all meetings of the Board and also of meetings of all Committees of  
the Board.

*Indefinite  
M.B.*

The meeting adjourned at 6:25 p. m.

Minutes confirmed.

*February 14<sup>th</sup> 1946*

*O. Z. P. Miller*

Chairman

*C. J. G. Booth*

Secretary





Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, February 14th, 1946, at 4 p. m.

Present -

|                                 |                   |
|---------------------------------|-------------------|
| The Chairman (Colonel Phillips) | Mr. Duncan        |
| The Vice-Chairman (Mr. Borden)  | Hon. Dr. Ferguson |
| The President                   | Mr. LaBine        |
| Mr. Gordon                      | Mr. Kelly         |
| Hon. Dr. Bruce                  | Mr. Bryce         |
| Dr. Neilly                      | Mr. Justice Hope  |
| Mr. Burns                       |                   |

Mr. Arnold Gaine, Comptroller

Mr. C. E. Higginbottom, Secretary

Report on  
absent mem-  
bers to be  
dispensed  
with in  
future

It was decided to dispense with the report on absent members in future.

The minutes of the last meeting were presented and -

Upon motion of Mr. Borden,  
Seconded by Mr. LaBine,  
were approved.

Résumé of  
minutes of  
previous  
meeting to  
be mailed  
to members  
with agenda

Upon motion of Mr. Gordon,  
Seconded by Hon. Dr. Bruce,  
it was decided that a résumé of the minutes of the previous meeting should be mailed to the members with the agenda of each meeting.

Minutes of  
meeting of  
Executive  
Committee  
presented

The minutes of the meeting of the Executive Committee held at the York Club on Monday, February 11th, were presented.

Arising out of the minutes the following matters were dealt with:-



Consideration  
of report on  
University  
Expansion Fund  
deferred to  
next meeting

The report on the University Expansion Fund was presented. The Chairman suggested that the Board might go into a "Committee of the Whole" in order to discuss the report, but consideration of the matter was deferred until the next meeting when it was expected the Chairman would have some report to make following his interview with the Government.

Letter from  
the Senate  
stating that  
there is  
apparently  
no desire on  
part of grad-  
uates for  
a larger  
representa-  
tion

In connection with the suggestion previously made that the President take up with the Senate the question of a larger graduate representation, the Bursar presented a letter from the Registrar stating that at the Senate meeting on February 8th he was directed to inform him that Statute Number 1376, passed November 12th, 1937, provided for an increased representation of the graduates upon the Senate, and that at the present time there is apparently no desire on the part of the graduates for a further increase in their representation.

Recommendations of the President  
were approved as follows:-

#### Appointments

##### Appointments:

##### Faculty of Arts:

##### Botany:

##### Demonstrators:

|                  |   |             |       |
|------------------|---|-------------|-------|
| E. B. Comfort    | ) | April 15 to | \$250 |
| D. W. A. Roberts | ) | June 30     | 250   |
| A. R. A. Taylor  | ) |             | 150   |
| H. M. Good       | ) | June 1 to   | 150   |
| G. M. Ward       | ) | June 30     | 150   |

##### Adjustments in salaries:

|                  |          |   |                |
|------------------|----------|---|----------------|
| A. J. V. Lehmann | \$437.50 | D. H. Hamly   | 437.50         |
| Miss K. L. Hull  | 250.00   | D. S. Hull  | 150.00         |
| S. Smith         | 100.00   | K. H. Rothfels  | 250.00         |
| A. R. A. Taylor  | 100.00   | H. M. Good  | 100.00         |
| G. M. Ward       | 100.00   |   |                |
| C. T. Bissell    |          | - Lecturer in English in<br>University College,<br>Feb. 1 to June 30,<br>1946 | \$2,500 a year |
| C. M. Mitchell   |          | - Demonstrator, Physics (part-<br>time) Jan. 1 to May 31,<br>1946             | \$50 a month   |

Appoint-  
ments  
(Cont'd)

Appointments (Cont'd):

Faculty of Medicine:

C. Storton

- Prosecutor and Museum Technician,  
Anatomy, from Jan. 11, 1946

\$1,900 a year

Faculty of Applied Science and Engineering:

C. Macdonald

- Demonstrator (part time), Civil  
Engineering: Municipal & Structural,  
Feb. 1, 1946 for 2½ mos.

\$140 a month

School of Social Work:

B. H. Gold

- Assistant Professor, from  
Jan. 1, 1946

\$3,300 a year

School of Hygiene: From March 1, 1946:

D. Y. Solandt

- Professor and Head of the Department of  
Physiological Hygiene - no change in  
salary

E. W. McHenry

- Professor of Public Health Nutrition  
no change in salary

J. Craigie

- Professor in Sub-department of Virus  
Infections, no change in salary

P. J. Moloney

- Professor in Sub-department of Chemistry  
in Relation to Hygiene, no change in  
salary

Resigna-  
tion of  
Dean W. E.  
Gallie

Resignation:

Faculty of Medicine:

W. E. Gallie

- Dean of the Faculty

June 30, 1946

Notice of  
motion  
waived for  
appoint-  
ment of  
Dr. J. A.  
MacFarlane  
as Dean of  
Faculty  
of Medicine

Upon motion of Hon. Dr. Bruce,  
Seconded by Dr. Neilly,

notice of motion was waived in the case of Dr. J. A. MacFarlane who was appointed full-time Dean of the Faculty of Medicine as from July 1, 1946, at a salary of \$12,000.00 per annum in addition to \$1,500.00 per annum for expenses, it being understood that he will devote such portion of his time to professional practice as in the interests of the Faculty of Medicine as a whole may be deemed desirable by the President.

Additional  
appro-  
priations

Additional appropriations for 1945-46:

University College:

English:

"Salaries"

- \$1,045.00

Faculty of Arts:

Botany:

"Salaries"

- 2,875.00

Physics:

"Salaries"

- 250.00

Fine Art:

"Supplies and Equipment"

- 150.00

Faculty of Medicine:

Anatomy:

"Salaries"

- 2,050.00

Faculty of Applied Science and Engineering:

Civil Engineering: Municipal and Structural:

"Salaries"

- 350.00



Wallberg  
Loan Fund

Transfer in Appropriations:

Charge: "T.F. - E. A. Wallberg Memorial Fund"

Credit: "T.F. - E. A. Wallberg Memorial Loan Fund" \$2,000

Bursary  
award in  
School of  
Social  
Work

Approval was also given to the  
President's recommendation that a bursary of \$75.00 be granted  
to Miss H. Brownstone, School of Social Work, for 1945-46.

Courses for  
Ex-service  
Medical  
Officers

The following Courses for Ex-  
service Medical Officers were approved:-

"The Faculty of Medicine of the University of Toronto offers  
a two months' Refresher Course, beginning on January 14th,  
1946. Instruction will be given in the following subjects:

Medicine, Surgery, Obstetrics, Gynaecology, Paediatrics

This course will be given provided at least 25 ap-  
plicants have registered before December 31, 1945.

The applications of the first 60 candidates only  
will be accepted in the order of date of application.

The fee for this two months' Refresher Course will  
be \$100 payable on or before registration on January 14,  
1946.

A similar Refresher Course will be conducted by the  
Faculty of Medicine beginning on April 1st, 1946, provided  
at least 25 applications are received by March 16, 1946."

Statutes  
of Senate

Upon motion of the President the  
following Statutes of Senate were approved:-

Number 1737 - respecting Certain Diplomas in the Faculty  
of Dentistry, and Post-graduate  
Courses of Instruction leading  
thereto.

Number 1739 - respecting the Degree of Doctor of Veterin-  
ary Medicine (D.V.M.).

Number 1742 - respecting the John Fraser Gray Scholarship

Number 1744 - respecting the Conditions of Affiliation of  
Theological Institutions

Number 1745 - respecting the Duncan and John Gray Memorial  
Lectureship in Modern History

Number 1750 - respecting the Shell Oil Company Research  
Fellowship

Additional  
appropria-  
tion to  
cover ac-  
count for  
luncheon  
to General  
Eisenhower

The following additional appro-  
priation was also granted for 1945-46 to take care of the  
account for the luncheon in Hart House in honour of General  
Eisenhower:-

"Receptions to Societies and University Visitors:

Appropriation for Entertainment, etc." - \$863.61



Appoint-  
ment of  
Dean Hunter  
on Advisory  
Committee  
for Scien-  
tific  
Research

The Board confirmed the re-appointment  
to the Advisory Committee on Scientific Research for 1945-46 of Dr.  
Andrew Hunter as Dean of the School of Graduate Studies.

Recommendations of  
Executive  
Committee

Recommendations of the Executive Commit-  
tee were dealt with as follows:-

Purchase of  
2 Alexandra  
Blvd.

(a) Upon motion of Mr. Duncan,  
Seconded by the President,  
approval was given for the purchase of 2 Alexandra Blvd. (2708 Yonge  
Street) for the Toronto Conservatory of Music at a price of \$12,500.

Liability  
and Theft  
Insurance

(b) The Board decided that they were not interested in the Lia-  
bility and Theft Insurance at Toronto Campus, which the Committee  
recommended should be referred to the Property Committee. The rate  
of \$15,000.00 for three years for Liability Insurance was quoted by  
the Company concerned, and the rate that would be charged for Theft  
Insurance was considered by the Insurance agents to be excessive.

Advance to  
students'  
societies  
of fees  
paid by  
D.V.A.

(c) Regarding an advance to the various students' organizations  
of fees for ex-service personnel which it was expected would be paid  
by the Department of Veterans' Affairs, the Board approved of the  
Bursar's recommendation that such an advance be based on the number  
of students in attendance, which together with the previous payment  
made would not exceed 75% of the total fees to be collected for each  
organization, thus withholding 25% for refunds and possible withdraw-  
als.

College of  
Pharmacy  
payment

(d) Approval was given to the sum of \$20,000.00 which the Ontario  
College of Pharmacy agreed to pay to the University for instruction  
to students in accelerated courses, April to December, 1946.

Payment to  
Federated  
Colleges  
re supple-  
mentary  
grant of  
\$150 per  
student

(e) Payment was approved to the respective Federated Arts Colleges  
of two-fifths of what the University receives per capita of the \$150  
supplementary grant from the Department of Veterans' Affairs in re-  
spect of ex-service personnel who are registered in the respective  
Colleges for the regular Session 1945-46, and who are taking a full  
course and receiving assistance from the Dominion Government under  
the Post-Discharge Re-establishment Order, the colleges concerned  
being -

Trinity College  
Victoria College  
St. Michael's College

Question of  
gowns to be  
worn by  
members at  
Convocation  
deferred

In connection with the Executive Commit-  
tee's recommendation that the Board consider the question of gowns  
to be worn by members at Convocation, Hon. Dr. Bruce requested the  
President to read the letter he had received from Dr. James of  
McGill University regarding the academic dress worn there. A leng-  
thy discussion followed, and upon motion of Dr. Bruce the matter  
was deferred for consideration in six months' time.



Proxy for  
Meeting of  
Toronto  
General  
Trusts  
Corporation

The Bursar reported the completion of the form of proxy for the Annual General Meeting of the Toronto General Trusts Corporation on February 6th, 1946.

Communications were presented and dealt with as follows:-

Change in  
name of  
Connaught  
Laborator-  
ies to  
"Connaught  
Medical Re-  
search Lab-  
oratories"

From Dr. R. D. Defries, stating that the Connaught Laboratories Committee had approved including in the name Connaught Laboratories the words "Medical Research", and recommended this change to the Board. After considering the matter approval was given to the suggested change, viz: "Connaught Medical Research Laboratories" on the understanding that the matter be referred to the University Solicitor for his opinion as to whether any further action was necessary.

Limitation  
of students  
in First  
Premedical  
Year for  
1946-47

From Dr. E. S. Ryerson transmitting the following resolution approved by the Council of the Faculty of Medicine regarding the limitation of students in the first Premedical Year for 1946-47:-

"That the regulation under Admission Requirements in paragraph 5, page 12, of the Calendar, reading:  
'Owing to the lack of facilities in the Faculty of Medicine the Board of Governors have ordered that not more than 150 students are to be admitted to the First Premedical Year in this Faculty', be adopted for the Session 1946-47, and that academic standing be the basis of selection as in the past."

After discussing the matter it was referred to the President for consultation with Dean Gallie, and the newly-appointed Dean, Dr. J. A. MacFarlane, and any others whom he might wish to invite to discuss the matter at the next meeting of the Board.

W.G. Millar  
Memorial  
Scholarship

From Messrs. Irish & Maulson Limited, Insurance Brokers, transmitting a cheque for \$250.00 to cover the award for 1945-46 of the scholarship offered by them, to be known as "The W. G. Millar Memorial Scholarship" for award to an out-

W.G.Millar  
Scholarship  
(Cont'd)

standing student in the Second Year of Mining Engineering, this offer to be for five years. In accepting this generous donation with thanks and appreciation the Board referred the academic details to the Senate and the Council of the Faculty of Applied Science and Engineering for settlement.

#### Donations -

Other donations were reported as follows

and were accepted with thanks and appreciation:-

#### National Research Council:

\$6,000.00 for Project F.E. 4098, Yaw of Shells, Dr. E. F. Burton,  
Physics  
735.00 " " C.W. 510, Dr. L. Young, Biochemistry  
533.82 " " N.M. 13, Dr. C. H. Best, Physiology  
522.17 " " Med. 26, Dr. D. Y. Solandt, Physiology  
250.00 " " N.M. 5, Dr. C. H. Best, Physiology

#### Miscellaneous:

\$1,500.00 from the United Welfare Chest of Toronto to cover the second instalment of their donation to the Ontario Community Chests Scholarships in the School of Social Work for 1945-46  
1,105.90 (U.S. funds) from the John and Mary R. Markle Foundation, being the second half of the grant for the first year under the appropriation of the Foundation for the study of blood-clotting and hemostasis in the Department of Physiology  
652.36 from Mrs. F. K. Morrow on behalf of the Landseair War Service Club for credit of their Memorial Bursaries in Medicine  
500.00 from Mr. Ben Sadowski to cover the award of the Sadowski Scholarships payable in 1946-47  
350.00 from B'nai B'rith, Toronto Lodge No. 836, to cover their Scholarships payable in 1945-46  
250.00 from Mr. Robert A. Bryce to cover the U.T.S. Engineering Scholarship payable in 1945-46  
175.00 from the Big Sister Association, being second instalment of their Scholarship for 1945-46  
127.22 from various donors for credit of the Class of Medicine 1924 War Service Scholarship  
50.00 from the Toronto General Trusts Corporation for credit of the R. A. Reeve Prize  
25.00 from the Ontario Medical Association to cover their Prize in Medicine payable in 1945-46

#### For the Institute of Industrial Relations:

First of five annual payments of like amount -  
\$ 100.00 from Sunshine Waterloo Company Ltd.  
50.00 from Jordan Wine Company Ltd.  
50.00 from Foster Wheeler Ltd.  
37.50 from Bendix-Eclipse

#### Payment for one year -

\$ 330.50 from Canadian Acme Screw & Gear Ltd.  
100.00 from Dominion Forge & Stamping Company Ltd.  
100.00 from Walker Metal Products Ltd.  
75.00 from Motor Products Corporation  
75.00 from Kelsey Wheel Company Ltd.



Donations:  
(Cont'd)

For the Institute of Industrial Relations (Cont'd):

Payment for one year -

\$62.50 from Auto Specialties Mfg. Co. (Canada) Ltd.  
50.00 from L. A. Young Industries of Canada Ltd.  
50.00 from Gotfredson Limited  
47.50 from Truscon Steel Company of Canada Ltd.  
37.50 from Canadian Motor Lamp Company Ltd.

Report No.3  
of McCharles  
Prize Commit-  
tee deferred

Report Number 3 of the McCharles  
Prize Committee was presented, and upon motion of Mr. LaBine  
was deferred for consideration at the next meeting.

Report No.234  
of Property  
Committee  
deferred

Report Number 234 of the Proper-  
ty Committee was deferred owing to lack of time.

Report No.6  
of Ajax  
Committee

Report Number 6 of the Ajax Com-  
mittee was presented and -

Upon motion of the President,  
Seconded by Mr. LaBine,

was approved as follows:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meet-  
ing in the Board Room, Simcoe Hall, on Wednesday, January 30,  
1946, at 4 p.m., at which the following members were present:-

|                                |                               |
|--------------------------------|-------------------------------|
| The President (in the Chair)   | The Bursar, Mr. C. E. Higgin- |
| Mr. R. A. Bryce                | bottom                        |
| Mr. C. F. W. Burns             | The Superintendent, Mr. A.    |
| Dean C. R. Young               | D. LePan                      |
| The Director of Ajax Division, | The Asst. Superintendent,     |
| Mr. J. R. Gilley               | Mr. W.H.Bonus                 |
| The Comptroller, Mr. A. Gaine  | The Deputy Superintendent,    |
|                                | Mr. J. Shortreed              |
|                                | The Deputy Bursar, Ajax       |
|                                | Division, Mr. G.L.Court       |

The report of the last meeting of the Committee  
held on Friday, December 14, 1945, as amended by the Board of  
Governors at their meeting held January 10, 1946, was approved.  
Estimates for 1946-47

The Committee recommends that the Estimates for  
the University year, July 1946 to June 1947, for the Ajax Di-  
vision, be prepared as soon as possible, and that these  
Estimates be divided into two parts as follows:-

1. July and August, 1946, covering the remainder of the  
present Session.
2. September 1946 to June 1947, inclusive, covering the  
1946-47 Session.



Report No.6  
of Ajax  
Committee  
(Cont'd)

#### Extension of Health Service

A letter from the Senior Staff Physician of the Health Service, Ajax Division, dated January 11, 1946, was presented to the Committee outlining a plan to extend the facilities of the Health Service to the Staff and Employees of the Ajax Division and to the immediate families of the Staff, Employees and Students of the Ajax Division living in the University area at Ajax and in Ajax Village, and to the Workmen's Compensation Board cases only of War Assets Corporation, Defence Industries Limited and A. W. Robertson Limited, Contractors.

It was moved by Mr. Burns,

Seconded by Mr. Bryce,

And approved -

That the Committee recommend to the Board of Governors the adoption of this plan in principle, leaving the schedule of fees for medical attention and hospitalization and the apportioning of the Physicians' fees between the Doctors and the University, to be settled to the satisfaction of the Health Service, the Director of the Ajax Division, and the Comptroller of the University.

#### Assistant Medical Officer of Health, Ajax Area

It was moved by Mr. Burns,

Seconded by Mr. LePan,

And approved -

That the Committee recommend to the Board of Governors that permission be granted for the appointment of Dr. R. M. Rogers, Junior Staff Physician, of the University Health Service, Ajax Division, as Assistant Medical Officer of Health, Ajax area, of the Township of Pickering, without remuneration, and without charge by the University for services rendered by him as Assistant Medical Officer of Health.

#### Academic Report

The Academic Report was presented by Dean Young. It indicated that as of January 29, 1946, there were enrolled in the Ajax Division 1,380 students, of whom 1,039 were veterans and 351 non-veterans. The numbers included 9 women students. It was estimated that on the basis of enquiries concerning the courses in Applied Science and Engineering there might be 1,450 students in the First Year at Ajax next Session, and also an estimated Second Year of 1,400, making a possible total of 2,850 students in the Faculty of Applied Science and Engineering in the Ajax Division for the 1946-47 Session.

#### Superintendent's Report

The Superintendent's report was presented by Mr. Shortreed, Deputy Superintendent, Ajax Division. The report indicated that it was anticipated that the Capital Expenditures previously estimated at \$650,000.00 would not exceed \$625,000.00, and requested that authority be given to proceed with necessary construction of a cloakroom for the Cafeteria at a cost of \$6,000.00, and alterations and equipment for the Recreation Hall at a cost of \$12,000. These items of Capital Expenditure were not included in the original estimates and their approval, due to the saving mentioned above, would not increase the original estimate of \$650,000.00.

#### Cloakroom addition to the Cafeteria

It was moved by Mr. Bryce,

Seconded by Mr. Burns,

And approved -

That the Committee recommend to the Board of Governors that approval be given to the construction of Cloakroom addition to the Cafeteria building at a cost of \$6,000.00.



Report No.6  
of the Ajax  
Committee  
(Cont'd)

#### Recreation Hall

It was moved by Mr. Bryce,  
Seconded by Mr. Bonus,  
And approved -

That the Committee recommend to the Board of Governors that approval be given for a Capital Expenditure of \$12,000.00 for an added projection room, projection equipment, accoustical treatment, storeroom for chairs, etc. in the Recreation Hall and for the re-painting of the building.

The Superintendent's Report also stressed the need for early approval of Capital expenditure for alterations and equipment necessary to enlarge the facilities in order to accommodate the greatly increased enrolment expected for next Session, in order that the Contractor now engaged could continue with the work on a more economical basis than if the work had to be done in a short time next Summer.

#### West Area Residences

It was moved by Mr. Bryce,  
Seconded by Dean Young,  
And approved -

That the Committee recommend to the Board of Governors that approval be given to a Capital Expenditure of \$80,000.00 on the West Area Residences to bring them up to the standard of the East Area Residences now occupied by students. This represents an estimated cost for each of the ten residences concerned of \$7,000.00 for alterations, and \$1,000.00 for equipment.

#### Workmen's Compensation

Due to the fact that a considerable amount of the total cost of labour will be billed to War Assets Corporation and Wartime Housing Corporation, and as under Schedule 2 the University would be acting as insurer for work done for these organizations, and such liability might extend beyond the University's lease of the Ajax property,

It was moved by Mr. Gaine,  
Seconded by Mr. Bryce,  
And approved -

That the Committee recommend to the Board of Governors that all employees of the Ajax Division, with the exception of the Academic and Administrative Staffs, be insured under Schedule 1 of the Workmen's Compensation Board instead of Schedule 2, under which the employees on the Toronto Campus are insured.

#### Transportation Appropriation

It was moved by Mr. LePan,  
Seconded by Mr. Court,  
And approved -

That the Committee recommend to the Board of Governors that the appropriation for transportation in the Ajax estimates be increased by \$12,500.00 to \$37,500.00. This would not mean an increase in the Superintendent's Operating Estimates due to expected savings in other items of Expenditure. This increase is due to the fact that the transportation service required is greater than anticipated.



Report No.6  
of Ajax  
Committee  
(Cont'd)

Expenditures Authorized for the Ajax Division

It was moved by Mr. Higginbottom,

Seconded by Mr. Gilley,

And approved -

That the Committee recommend to the Board of Governors that the amount of funds which the Bursar be authorized to spend for the Ajax Division be increased from \$300,000.00 to \$500,000.00.

Hart House Ajax Shoe Repair Shop Agreement

The Bursar reported that the agreement with Mr. H. E. Carley, which at a previous meeting had been referred to the University Solicitor, had now been completed.

Students' Fees, Faculty of Arts

The Bursar reported that by arrangement with the Federated Arts Colleges, Arts students enrolled in the First Year of the Honour Course in Mathematics, Physics, Chemistry, in the Ajax Division would be registered in the College of their choice and would pay to the Bursar's Office of the Ajax Division the fees prescribed for Arts students. Of the incidental fees the Bursar would pay to the various Arts Colleges \$7.00 for each student registered in each College to cover the Literary and Athletic fee in the case of University College, or the similar society fee in the case of the other Arts Colleges.

Law Costs Appropriation

It was moved by Mr. Higginbottom,

Seconded by Mr. Gilley,

And approved -

That the Committee recommend to the Board of Governors that a transfer of \$1,500.00 be made from the General Contingencies Account to Law Costs to cover the legal costs of negotiating the lease and agreement with the Crown concerning the Ajax property.

Insurance

The Bursar reported the amounts of the various types of insurance now being held for the Ajax Division.

Liability

|                            |           |   |   |
|----------------------------|-----------|---|---|
| \$100,000.00 each accident | ) Bodily  | ) | Premium<br>\$625.00 for a<br>period of<br>three years |
| 50,000.00 each person      | ) injury  | ) |   |
| 10,000.00 each accident    | -Property | ) |   |
|                            | damage    | ) |   |

Guarantee Bond

|                                       |   |      |
|---------------------------------------|---|------|
| \$ 5,000.00 on each of 20 employees - | ) | Open |
| interim coverage pending              | ) |      |
| completion of arrangements            | ) |      |

Fire and Theft

|   |   |             |
|---|---|-------------|
| \$ 69,823.82 on supplies and equipment in | ) | Rate of 90¢ |
| any building (additional                  | ) |             |
| amounts being added from                  | ) |             |
| time to time)                             | ) |             |

Theft, Burglary and Hold-up

|   |   |                             |
|---|---|-----------------------------|
| \$ 7,750.00 on two vaults and two safes | ) | \$153.45 for<br>three years |
| from burglary                           | ) |                             |
| 2,000.00 robbery of a messenger         | ) | \$130.00 for<br>three years |
| 5,000.00 robbery within buildings       | ) |                             |

Fire

|  |   |                 |
|--|---|-----------------|
| \$300,000.00 Improvements to buildings | ) | 75¢ per \$1,000 |
| including materials and sup-           | ) |                 |
| plies, and interest of both            | ) |                 |
| University and Contractor              | ) |                 |



Report No.6  
of Ajax  
Committee  
(Cont'd)

## Boilers

\$ 75,000.00 per accident (Interim cover-)  
age pending completion of ) Open  
arrangements )

## Automobiles

### Buses, Station Wagons and Cars:

|              |              |   |           |
|--------------|--------------|---|-----------|
| \$ 50,000.00 | one person   | ) | Passenger |
| 200,000.00   | one accident | ) | Hazard    |
| 50,000.00    | one person   | ) | Public    |
| 200,000.00   | one accident | ) | Liability |
| 1,000.00     | -            |   | Property  |
|              |              |   | Damage    |

## Trucks

|              |              |   |           |
|--------------|--------------|---|-----------|
| \$ 50,000.00 | one person   | ) | Public    |
| 200,000.00   | one accident | ) | Liability |
| 1,000.00     | -            |   | Property  |
|              |              |   | Damage    |

Approx.  
\$7,072.24

## Director's Report

The Director reported on the generally satisfactory condition of the various departments at Ajax, including the Cafeteria, Hart House Ajax activities, Residences, etc.

## Open House Day

The Director reported that the Oshawa Chamber of Commerce and associated organizations of Ontario County were organizing an Open House Day at Ajax on Saturday, February 16th, 1946, to mark the opening of the University at Ajax. Organized tours of the area for the public of Ontario County were being arranged for the afternoon, and tickets were being sold by the various organizations for a dinner to be held in the Cafeteria in the evening. Invitations were being sent to members of the Board of Governors and to officials of the University.

It was agreed that an Open House Day should be arranged for a later date to which members of the Staff of the University would be invited.

All of which is respectfully submitted.

(Sgd) Sidney Smith,  
Chairman of Committee.  
(Sgd) C.E.Higginbottom,  
Secretary"

January 30, 1946.

Increase in  
amount author-  
ized for the  
Bursar to ex-  
pend for Ajax

In connection with the Committee's recommendation in the above report that the amount of funds which the Bursar be authorized to spend for the Ajax Division be increased from \$300,000.00 to \$500,000.00, the Board also approved of the Bursar's recommendation for a further sum of \$300,000.00, making the total in this connection \$800,000.00.



Report No.  
161 of  
Finance  
Committee

Report Number 161 of the Finance Committee was presented as follows:-

University's Annual Report for year ending June 30, 1945

Auditor's Report on Administrative Organization

"The Finance Committee begs to report to the Board of Governors:-

1. Your Committee transmits herewith the Auditor's Report and Financial Statement of the University for the fiscal year ending June 30th, 1945. The certificate of the Auditor shows that the accounting records of the University have been examined and that any necessary information and explanations have been obtained from the Bursar; that the securities representing the investments were examined by him once during the year and found to be in agreement with the records kept by the Bursar; and that the Balance Sheet and related Schedules 1 to 10 have been properly drawn up so as to show the financial position of the University and the results of its operations. Your Committee recommends that the report be approved by the Board.

2. Your Committee has considered the Report on Administrative Organization of the University, prepared by Messrs. Clarkson, Gordon, Dilworth & Nash under date of January 21st, 1946, and submits for the Board's approval and endorsement the following recommendations:-

1. That the Board of Governors be further relieved of detail by increasing the powers delegated to the Executive Committee but providing that a summary of the minutes of the Executive Committee be circulated to the members of the Board in advance of Board meetings.

2. That a joint committee of the Board of Governors and the Faculty of Arts be appointed to consider ways and means of relieving the President of the direct departmental responsibilities within the Faculty of Arts which have by practice been assumed by him.

3. That the work of the Bursar be divided and the receiving and disbursing of funds be handled by a Chief Accountant, who shall report directly to the Comptroller; the Bursar to continue to act as Secretary of the Board of Governors and be responsible for contacting the public in connection with endowments, trusts, etc.

4. That so far as possible the accounting work presently done by the Superintendent be taken over by the accounting office, it being understood that certain changes in the accounting system will be necessary to provide the information which the Superintendent requires.

5. That the Comptroller study the present purchasing system with a view to eliminating duplication of work.

6. That the President delegate to the Comptroller the supervision of the business administration of the Registrar's Office.

3. Your Committee has also considered the Report on Investments and Trusts of the University, prepared by Messrs. Clarkson, Gordon, Dilworth & Nash under date of January 15th, 1946. The following recommendations are presented to the Board:-

1. That the trust funds of the University be kept separate from other funds; that a trust bank account be opened and that all transactions affecting trust accounts be cleared through this bank account.

2. That certain balances carried as trust accounts by the University (and referred to in the Solicitor's report of 11th December, 1939) should be treated as non-trust liabilities or appropriations of surplus.

Auditor's Report on Investments and Trusts



Auditor's  
Report on  
Investments  
and Trusts  
(Cont'd)

3. That all trust securities be pooled except where there are restrictions in the document establishing the trust.

4. That in cases where future donors are anxious to receive a guarantee of a fixed rate for a period of years, the Board agree to allow to endowments the current rate of interest on, and for the period of, long term Government bonds and that in all other cases trusts be credited with the average rate of interest earned on the pooled investments each year.

5. That in cases where specific securities have presently been allocated to trusts, the rates of interest which will be earned from now until the date of maturity of present holdings be guaranteed to the trust.

6. That the short term securities should be sold and that portion of the premium which represents a reduction in future interest income be carried to a deferred interest account; the balance be carried to the credit of the applicable trust if securities had previously been allocated to a trust or to a reserve for investments if the securities were part of the unallocated University holdings.

7. That physical control should be acquired of certain investments now owned by subsidiary bodies of the University.

8. That the University's investments be restricted to trustee securities but that the retention or sale of the presently held non-trustee securities should be further considered and determined by a sub-committee of the Finance Committee to be appointed.

9. That various changes (as set out in the report of Messrs. Clarkson, Gordon, Dilworth & Nash) be made in accounting practices in order to reduce the time presently spent by the Bursar's staff in accounting for investments and investment income.

All of which is respectfully submitted.

(Sgd) W. L. Gordon,  
Chairman of Committee.  
(Sgd) C. E. Higginbottom,  
Secretary."

February 4th, 1946.

Auditor's  
Reports as  
above  
adopted  
in principle

Upon motion of Mr. Borden,  
Seconded by Hon. Dr. Bruce,

the reports of the Auditors referred to in Clauses 2 and 3 of the foregoing report were adopted in principle.

University's  
Annual Re-  
port approved

Upon motion of Mr. LaBine,  
Seconded by Mr. Gordon,

the Board approved of the Auditor's Report and Financial Statement of the University for the fiscal year ending June 30th, 1945, referred to in Clause 1 of the foregoing report.

Appoint-  
ment of  
Mr. R. E.  
Spence  
as Chief  
Account-  
ant

In connection with the report on the Administrative Organization of the University, referred to in Clause 2 of the Finance Committee's report, which provided for the appointment of a Chief Accountant, Mr. R. E. Spence was appointed Chief Accountant in the University, effective as from February 18th, 1946, at a salary of \$5,500.00 per annum for the first six months, and \$6,000.00 per annum thereafter, providing his services were satisfactory.

Proposed  
duties of  
Finance  
Committee  
to be  
revised

A draft of the proposed duties of the Finance Committee was presented and was deferred for revision and presentation at the next meeting.

Connaught  
Laborat-  
ories  
Investments

Regarding the reference in the report on Investments to the fact that the Bursar's books did not record the investments of the Connaught Laboratories, Dr. Neilly pointed out that the bulk of the Connaught Laboratories investments had been turned over to the custody of the Bursar's Office.

Short-term  
securities

The Board felt that Section 6 of Clause 3 of the Finance Committee's report, dealing with the selling of short-term securities, should be deleted. The recommendation contained in Clause 8, that University investments be restricted to trustee securities, was favourably received.

Trustee  
Investments

Presenta-  
tion of  
Trust Fund  
Books

The Bursar presented for the Board's inspection the Trust Fund Books containing details of the name of the donor, conditions of award, etc., in connection with donations or bequests for scholarships, etc.

Banting  
Memorial  
Committee

In connection with the suggestion previously made that a meeting be called of the Banting Memorial Com-



Banting  
Memorial  
Committee  
(Cont'd)

nittee, it was decided that the Chairman would call Mr. Morrow  
and try to arrange for a meeting next week.

Upon motion of Mr. Bryce, the  
meeting adjourned at 6:30 p. m.

*Indefed  
M.B.*

Minutes confirmed.

*February 28th 1946*

*A. S. Blair*

Chairman

*Chas. W. B. B. B.*

Secretary.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, February 28th, 1946, at 4 p. m.

Present -

The Chairman (Colonel Phillips)  
The Vice-Chairman (Mr. Borden)  
The Chancellor  
The President  
Mr. Kelly  
Mr. Vaughan  
Mr. Bryce

Dr. Neilly  
Hon. Dr. Bruce  
Mr. Burns  
Mr. Duncan  
Mr. Gordon  
Mr. Justice Hope

Mr. Arnold Gaine, Comptroller

Mr. C. E. Higginbottom, Secretary.

Resolu-  
tion in  
connec-  
tion  
with the  
late  
Hon. G.  
Howard  
Ferguson

The following resolution was passed in connection with the late Hon. G. Howard Ferguson, a member of the Board:-

"It was moved by the Chancellor, the Hon. Dr. H. J. Cody,  
Seconded by the Hon. Dr. H. A. Bruce,  
And Resolved -

That the Governors of the University of Toronto place on record their sense of the deep loss sustained by the University, as well as by the whole Province and Dominion, through the sudden passing of their colleague, the Hon. George Howard Ferguson, and express to Mrs. Ferguson their heartfelt sympathy in her bereavement.

A graduate of this University in 1891, he was called to the Bar of Ontario, became a member of the Legislative Assembly of the Province, a member of the Cabinet as Minister of Lands, Forests and Mines, the Prime Minister of the Province and High Commissioner for Canada in Great Britain. In every office he held he rendered faithful and constructive service to his King and country. He loved and believed in Canada, the land of his birth, and in the British Empire, whose beneficent influence in the world was one of his most deeply rooted convictions.

On his return to Canada he became a Governor of this University and last May accepted the Chancellorship of the University of Western Ontario. To his Alma Mater he was always loyal and helpful. To his vision, imagination and generosity, this University owes generous annual maintenance grants and great buildings, such as the Anatomy building, the Botanical building, the addition to the Royal Ontario Museum and the Banting Institute. Of the Ontario Research Foundation he was the author. To Research he gave constant and understanding support.



Resolu-  
tion in  
connec-  
tion  
with the  
late Dr.  
Ferguson  
(Cont'd)

As a colleague on this Board, the Govern-  
ors remember him gratefully for his wise advice, his bal-  
anced judgment, his far-seeing views, his delightful humour,  
his staunch friendship, his lovable character. He was one  
who loved his fellow-men, and in turn was loved and respec-  
ted by them. His example of service in public and in pri-  
vate, on great occasions and in daily life is a challenge  
to his fellow citizens to go and do likewise."

The following resolution was passed  
in connection with the late Dr. C. D. Howe, Dean Emeritus of the  
Faculty of Forestry:-

Resolu-  
tion in  
connec-  
tion  
with the  
late Dr.  
C. D.  
Howe,  
Dean Em-  
eritus  
of the  
Faculty  
of For-  
estry

"It was moved by the Chancellor, the Hon. Dr. H. J. Cody,  
Seconded by Robert A. Bryce, Esq.,  
And Resolved -

That the Governors of the University of  
Toronto hereby record their appreciation of the work and in-  
fluence of Dr. Clifton Durant Howe, Dean Emeritus of the  
Faculty of Forestry, who passed away on February 22nd of  
this year, and offer their sympathy to his wife and daughter.

A native of the State of Vermont, edu-  
cated at the Universities of Vermont and Chicago, and exper-  
ienced as an assistant professor in the Biltmore Forestry  
School near Asheville, North Carolina, he joined the teach-  
ing staff of our Faculty of Forestry in 1908. This was the  
first school of Forestry in Canada; under the headship of  
Dr. B. E. Fernow it had been established only in the pre-  
vious year.

In the first decade of his work Dr.  
Howe matured his teaching ability; spent his summers in  
forestry, field work in different parts of Canada; and  
initiated, under the Ottawa Commission of Conservation,  
the necessary policy of basic forest research by govern-  
mental forest administrations. He is regarded as the  
father of the principle of the permanent sample plot in  
such work in Canada.

In 1919 he was appointed Dean of the  
Faculty of Forestry. During his tenure of office the new  
Forestry building was erected and equipped to provide the  
best type of forestry instruction both in theory and prac-  
tice. At the close of his career as Dean he had the pri-  
vilege of seeing realized his dream of an adequate Univer-  
sity practice forest for his students. He took a leading  
part in educating the public to the need for sound fores-  
try principles in handling our great forest resources. By  
speech and by pen he carried on this work. A man of ster-  
ling integrity, he won the confidence and respect of all  
the organizations concerned with the professional practice  
of forestry, and also of the great commercial concerns en-  
gaged in the development of wood products and in lumbering.  
Full of years and honours, he retired in 1941. In recogni-  
tion of his great constructive contribution to this Univer-  
sity by his teaching, and to this country by his public  
service, the University of Toronto conferred upon him the  
degree of LL.D. honoris causa on the third day of June,  
1943."



Minutes  
of last  
meeting  
adopted

The minutes of the last meeting were presented, and

Upon motion of Dr. Neilly,  
Seconded by Mr. Vaughan,

were adopted.

Minutes  
of Executive  
Committee  
meeting  
adopted

Upon motion of Mr. Borden the minutes of the meeting of the Executive Committee held on Friday, February 22nd, at the York Club were adopted as tabled.

Arising out of the minutes the following matters were dealt with:-

Upon motion of Mr. Bryce,  
Seconded by Mr. Duncan,

Reports  
of Committee  
of Award  
for the  
McCharles  
Prize  
approved

Reports Numbers 2 and 3 of the Committee of Award in connection with the McCharles Prize were approved as follows:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Friday, October 12, 1945, at 4:15 p.m., at which the following were present:-

Professor E. F. Burton (in the Chair)      Mr. W. P. Dobson  
Hon. Mr. Justice Laidlaw                      Mr. N. F. Parkinson

The Bursar was present as Secretary.

1. The Chairman announced that this meeting was called in order that he might place before the Committee a suggestion arising from a discussion which took place at a previous meeting. The Chairman's suggestion was that the Committee recommend the awarding of five (5) McCharles Prizes for outstanding inventions by scientists in Canada which have proven of national benefit during the war. The Chairman announced that he had discussed this idea with Dr. C. J. Mackenzie, President of the National Research Council, and that Dr. Mackenzie was quite willing to recommend the personnel to whom such Prizes might be awarded. The Chairman stated that in his opinion these Prizes might be given under the following classification in the Will:-

"or for any marked public distinction achieved by any Canadian in scientific research in any useful practical line."

After considerable discussion the Committee decided that as this war research work could not be looked upon as fulfilling the requirements of 'having achieved any marked public distinction' that the idea could not be entertained.

2. The Committee discussed the necessity of arranging some additional publicity regarding the McCharles Prize and -

On motion of Professor Haultain,  
Seconded by Mr. Justice Laidlaw,

it was decided to recommend to the Board that the McCharles Committee



Reports  
of Com-  
mittee  
of Award  
for the  
McCharles  
Prize  
(Cont'd)

be allowed to undertake some additional publicity regarding the availability of the McCharles Prizes and that Dr. W. J. Dunlop, Director of University Extension and Publicity, be asked to undertake this work; and that a sub-committee consisting of Mr. Parkinson and Mr. Dobson be appointed to prepare material for such an announcement.

3. The Committee deferred until the next meeting the recommendation for the appointment of a new member to the Committee to fill the vacancy caused by the death of Mr. W. E. Segsworth.

Respectfully submitted,

(Sgd) E. F. Burton,  
Chairman.

(Sgd) C. E. Higginbottom,  
Secretary."

October 12, 1945.

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Friday, January 25th, 1946, at 4:30 p.m., at which the following were present:-

|                                       |                     |
|---------------------------------------|---------------------|
| Professor E. F. Burton (in the Chair) | Professor Haultain  |
| Hon. Mr. Justice Laidlaw              | Mr. N. F. Parkinson |
| The Bursar was present as             |                     |
| Secretary                             |                     |

1. A considerable discussion took place dealing with the definition of 'Canadian Citizen'. If the Board desires to have a definition of 'Canadian', it is recommended that the definition laid down by the Bill to be passed by the Dominion Government, be taken as the official definition.

2. Your Committee recommends -  
Upon motion of Mr. Justice Laidlaw,  
Seconded by Mr. Parkinson,

(1) That the announcement covering the McCharles Prize as presently printed as follows on pages 157 and 158 of the Calendar of the Faculty of Applied Science and Engineering for 1945-46, be amended by deleting paragraphs 3, 5 and 6:-

- (a) The title shall be the McCharles Prize.
- (b) The value of the Prize shall be One Thousand Dollars (\$1,000.00) in money.
- (c) The term 'Canadian' for the purpose of this award shall mean any person Canadian born who has not renounced British allegiance; and for the purpose of the award in the first of the three cases provided for by the bequest, domicile in Canada shall be an essential condition.
- (d) Every candidate for the Prize shall be proposed as such in writing by some duly qualified person. A direct application for a Prize shall not be considered.
- (e) No Prize shall be awarded for any discovery or invention unless the same shall have been proved, to the satisfaction of the awarding body, to possess the special practical merit indicated by the terms of the bequest.



Reports  
of Com-  
mittee  
of Award  
for the  
McCharles  
Prize  
(Cont'd)

- (f) The order of priority in which the three cases stand in the wording of the bequest shall be observed in making the award; that is, the award shall go *caeteris paribus* to the inventor of methods of smelting Canadian ores; and, failing such inventions, to the inventor of methods for lessening the dangers attendant upon the use of electricity; and only in the third event, if no inventors of sufficient merit in the field of metallurgy and electricity present themselves, to the inventor distinguished in the general field of useful scientific research.
- (g) The composition of the awarding body shall be as follows:-  
An expert in Mineralogy  
An expert in Electricity  
An expert in Physics  
and four other persons. All of the members of this body shall be nominated by the Board of Governors of the University of Toronto.
- (2) That the announcement in the Calendar be replaced by the following:-  
McCharles Prize:  
(a) The title shall be the McCharles Prize.  
(b) The value of the Prize shall be One Thousand Dollars (\$1,000.00) in money.  
(c) Every candidate for the Prize shall be proposed as such in writing by some duly qualified person. A direct application for a Prize shall not be considered.  
(d) The composition of the awarding body shall be as follows:-  
An expert in Mineralogy  
An expert in Electricity  
An expert in Physics  
and four other persons. All of the members of this body shall be nominated by the Board of Governors of the University of Toronto.

3. The sub-committee on Publicity, consisting of Messrs. Parkinson and Dobson, which is recommended for approval in the Committee's Report Number 2 of October 12, 1945, presented the following report, and

Upon motion of Mr. Justice Laidlaw,  
Seconded by Professor Haultain,  
your Committee recommends the same for acceptance:-

"The Chairman and Members, McCharles Prize Committee,  
University of Toronto,  
Toronto, 5.

Dear Sirs:-

The undersigned were appointed a Committee to consider, with recommendation back to you, the subject of suitable publicity in the matter of availability of the McCharles Prize.

We now report as follows:-

1. A statement as per the following be issued:-

\$1,000 Prize for Invention and Research

'The McCharles Prize of \$1,000 is available for award in the near future. The conditions governing the Prize are as follows:-

- (1) To any Canadian from one end of the country to the other, and whether student or not, who invents or discovers any new and improved process for the treatment of Canadian ores or minerals of any kind, after such process has been proved to be of special merit on a practical scale;



Reports  
of Com-  
mittee  
of Award  
for the  
McCharles  
Prize  
(Cont'd)

(2) or for any important discovery, invention or device by any Canadian that will lessen the dangers and loss of life in connection with the use of electricity in supplying power and light;

(3) or for any marked public distinction achieved by any Canadian in scientific research in any useful practical line.

The Prize is offered through a bequest of the late Aeneas McCharles and is awarded by the Board of Governors of the University of Toronto.

A Committee will likely be giving consideration to an award of this Prize early in 1946.

Every candidate must be proposed in writing by some duly qualified person other than the candidate.

Any discovery or invention claimed must be proved to the satisfaction of the award body, to possess the special practical merit indicated by the terms of the bequest.

List of winners of the Prize:-

Mr. T. L. Willson of Ottawa, won the first award in 1909 for the invention of a process of manufacturing in a commercial way the carbide of calcium which is used in the production of acetylene gas.

Professor S. F. Kirkpatrick won the award in 1917 for the invention of a new and improved process for the precipitation of silver from its solution in the ores of Cobalt, and also for a process for the separation of cobalt and nickel in solutions made from Cobalt ores.

Mr. S. G. Blaylock of the Consolidated Mining & Smelting Company of Canada won the award in 1924 for his achievements in connection with the production of electrolytic zinc and the solving of the difficulty of treating complex lead, zinc and silver ores.

Mr. R. W. Diamond of the Consolidated Mining & Smelting Company won the award of 1934 for (a) contribution to the solution of the concentration problem presented by the Sullivan orebody, and (b) work in the Chemical and Fertilizer Department of the Company in utilizing the roaster gases from the Trail plant.

Professor H. W. Price of Toronto won the award in 1935 for an invention in connection with the regulation of the electric power supply.

Dr. D. A. Irwin of the University of Toronto, and Dr. W. D. Robson of McIntyre Porcupine Mines, won the award in 1939 for joint investigation in connection with prevention of silicosis by metallic aluminum.

The last recipient of the award was Dr. L. Pidgeon, developer of the Pidgeon Process for the production of magnesium metal from dolomite.

Any proposals for the awarding of this Prize should be forwarded with necessary supporting documents to the McCharles Prize Committee, c/o Mr. C. E. Higginbottom, Secretary, Board of Governors, University of Toronto."

2. The distribution of the statement be on a news basis and without advertising expenses, and to the list of technical journals and daily and weekly papers as recommended by Dr. Dunlop.



McCharles  
Prize  
(Cont'd)

3. Distribution of such notice be made by Dr. Dunlop as a University release.

Respectfully submitted.

(Sgd) W. P. Dobson  
(Sgd) N. F. Parkinson.

All of which is respectfully submitted.

(Sgd) E. F. Burton,  
Chairman of Committee.  
(Sgd) C. E. Higginbottom,  
Secretary."

January 25, 1946.

Property  
Committee  
Report  
No. 234

Upon motion of Mr. Duncan,  
Seconded by Mr. Vaughan,

Report Number 234 of the Property Committee was approved as follows:-

"The Property Committee begs to report to the Board of Governors:-

Chemical  
Engineering and  
Chemistry  
Building

1. The Superintendent in his Memorandum under date of January 25th, 1946 (copy attached) listed the new construction projects for the University in some detail. Resulting from a study of this report your Committee is of the opinion that the building for Chemistry and Chemical Engineering should be proceeded with at the earliest possible moment, in view of the urgency of providing suitable accommodation for students who are expected to be moved from Ajax to the main campus by Autumn 1947.

Wallberg  
Bequest

The Committee recommends that the Chairman of the Board be requested to consult with the Prime Minister with regard to this particular building which is estimated to cost, with equipment, approximately \$3,000,000.00, and that it be suggested to the Government that the University provide \$1,500,000.00 from the Wallberg Bequest and that the Ontario Government provide the remaining \$1,500,000.00.

Tenders to  
be called  
for

It is also recommended that the Superintendent be instructed to call for tenders immediately plans and specifications are complete - this date said to be between February 15th and February 28th, 1946.

Caretakers  
to be  
notified  
to vacate  
buildings  
on College  
Street

2. Your Committee further recommends that the Superintendent be requested to notify the present caretaker of No. 184 College Street and the present caretaker of the Chemical Engineering building that it will be necessary for them to vacate their living quarters in those buildings in order that arrangements will not be delayed for the erection of the new Chemistry and Chemical Engineering building. The portable building on this property which is accommodating the Physiotherapy Department should be left in its present location until further notice.

New School  
of Nursing  
site

3. The question of the proposed Grosvenor Street site for the School of Nursing was discussed in detail. After due consideration the Committee decided that - in order to try to find a suitable location for the new building without the Government's having to resort to property expropriation - the President, the Comptroller and the Superintendent should study the situation and make a further report embodying a definite recommendation as to location and as to the urgency of immediate action.



Property  
Committee  
Report  
No. 234  
(Cont'd)

New Central  
Power Plant

Extension  
to Physics  
Building

Building  
programme  
to be pre-  
sented to  
Prime Min-  
ister

Buildings  
which are  
urgently  
needed

Lee Col-  
lection,  
Hart House

University  
properties  
not used  
for educa-  
tional  
purposes

4. In view of the extensive building programme contemplated by the University, it is obvious that the Power Plant should merit a great deal of study. With a view to accommodating buildings contemplated in the immediate future and as a temporary measure it was suggested that the Superintendent be requested to submit a report on the maximum capacity of the present Plant both from a heating and lighting standpoint, and also the condition of the Plant.

It is recommended also that the Superintendent be requested to submit a report on a new Power Plant which might accommodate the needs of all the buildings contemplated. It is recommended that a competent consulting engineer be engaged for this work and inasmuch as no local consulting engineers would seem to have had recent experience in the installation of such a Plant the Superintendent should give study to the matter and recommend to the Committee such an engineering firm.

5. The Superintendent reported that plans are presently being prepared in connection with the extension to the Physics building and that estimates of building costs will be forthcoming in the near future.

6. It was recommended that the Chairman of the Board, while interviewing the Prime Minister with regard to the Chemical Engineering and Chemistry building should present some sort of programme which would give an estimate of the immediate needs and the long term building needs of the University in so far as they are known to-day.

It was reported by the President that the immediate need was for accommodation for those students who by the Autumn of 1947 would be returning to Toronto from Ajax. With this in view it is recommended that immediate consideration be given to the following which are named in order of considered importance:-

- (a) Chemical Engineering and Chemistry Building
- (b) Mechanical Engineering Building
- (c) Extension of Physics Building
- (d) Central Power Plant (including transformer banks permitting our own generated power to be supplemented by Hydro-Commission power).

The remainder of the buildings enumerated on the Superintendent's report will be dealt with in more detail at the earliest possible moment.

7. Your Committee discussed the recent publicity given in the local press to the donation of the Lee Collection and it was felt that with the utmost tact the situation should be cleared up as to whether the University had any responsibility as a recipient of the gift. As a means to this end it was recommended that the Chairman of the Board communicate with the Right Honourable Vincent Massey.

8. The Bursar submitted a list of properties owned by the University which are presently being used for other than University purposes. It was recommended that some action be taken with regard to the disposal of these properties. It was reported that an offer would be coming at an early date, in the amount of \$30,000.00, for the vacant property at 320 King Street West. While this offer was considered with favour, it was felt that no action should be taken until a definite offer was obtained and also until the Bursar procured a valuation from an independent source. The following is a list of the properties reported:-



Property  
Committee  
Report  
No. 234  
(Cont'd)

|   | <u>Amount<br/>carried at</u> |
|---|------------------------------|
| <u>Caradoc Farm (T.F. - Starr Bequest)</u><br>Restricted use - proceeds used to provide for Starr<br>Medals; rented to Henry Campbell @ \$120.00 per annum          | \$ 600.00                    |
| <u>719-721 Spadina Avenue</u><br>In use by University of Toronto Schools for storage<br>and bicycle room; reserved for expansion of Ontario<br>College of Education | 8,023.51                     |
| <u>188 Yonge Street</u><br>Restricted use under Naomi Bilton Bequest  | 165,000.00                   |
| <u>23 Scott Street</u><br>Rented to J. K. Fiskien   | 10,000.00                    |
| <u>Port Hope Lots</u><br>Portion rented to Paul Bennett @ \$40.00 per annum<br>to cut hay   | 8,045.00                     |
| <u>Upper Canada College Block (320 King St. W.)</u><br>Vacant lot   | 50,425.40                    |
| <u>Township of Wolford</u> - 95 acres   | 150.00                       |
| <u>Township of Leeds</u> - 200 acres  | 1.00                         |
| <u>Township of Seymour</u> - 86 acres   | 1.00                         |

All of which is respectfully submitted.

(Sgd) O. D. Vaughan,  
Chairman of Committee.

(Sgd) C. E. Higginbottom,  
Secretary."

January 30th, 1946.

Discus-  
sion of  
certain  
matters  
in Pro-  
perty  
Committee  
Report

In considering the above report the follow-  
ing matters were discussed:-

Clause 1

The Chairman reported that he had received a letter from the Prime Minister regarding the University's building needs, in which he stated that he would be ready to discuss the matter in about two weeks' time.

Regarding the suggestion that the University provide \$1,500,000.00 from the Wallberg Bequest towards the building for Chemistry and Chemical Engineering, Mr. Bryce was of the opinion that not more than \$1,000,000.00 should be allocated from the fund for this purpose. It was decided that the Bursar distribute to the members of the Board copies of extracts from the Wallberg Will, and Codicils thereto, dealing with the bequest to the University, and that the preparation of a report on the matter be left with the Chancellor and the President.



Discus-  
sion of  
certain  
matters  
in Pro-  
perty  
Committee  
Report  
(Cont'd)

Clause 6

Mr. Duncan raised the question as to why the proposed University College Men's Residence had not been included in the buildings required for immediate erection. The Chancellor stated that he thought the University College Committee should be enlarged, as previously suggested, and meet the Property Committee for a discussion in this connection.

Clause 7

The President stated that he had been informed that the Lee Collection was a gift to the Massey Foundation to be exhibited in perpetuity in Hart House. Mr. Borden suggested that the responsibility of the University should be limited to the cost of maintenance and insurance as agreed upon by the donor, and that the amount of fire, theft and liability coverage be limited in dollars to the insurance value. This matter was referred to the President for consultation with Mr. Massey and the University Solicitor in order to have a record in documentary form.

Expansion  
Fund de-  
ferred

Upon motion of Mr. Borden consideration of the University Expansion Fund was again deferred.

Duties of  
Finance  
Committee  
deferred

Upon motion of Mr. Gordon consideration of the proposed duties of the Finance Committee was deferred.

Deputa-  
tion from  
Faculty  
of Medi-  
cine to  
discuss  
limita-  
tion of  
students

The following deputation from the Faculty of Medicine was welcomed by the Chairman for a discussion in connection with the proposed limitation of students:-

Dean Gallie  
Dr. J. C. B. Grant  
Dr. J. Hepburn  
Dr. Duncan Graham  
Dr. A. R. Gordon  
Dr. C. H. Best

Dr. H. Wasteneys  
Dr. E. M. Walker  
Dr. E. S. Ryerson  
Dr. E. F. Burton  
Dr. W. A. Scott

Some of the more important points brought up for discussion were as follows:-

(a) The graduates in Medicine in Canada represent the largest number per capita of any country other than the United States.

(b) The study of Obstetrics demands actual practice and not book learning alone.

(c) Dean Gallie referred to the lack of clinical accommodation in the hospitals at the present time.

(d) The Chairman referred to the public demand as well as the urgent need for more doctors, and the President stated that other universities are increasing the registration in Medicine.

Limita-  
tion of  
students  
in Medi-  
cine  
(Cont'd)

After discussing the matter at length Dean Gallie agreed, at the request of the Chairman, to prepare a report on what facilities, including teaching staff, etc., would be necessary in order to provide for the acceptance of an increase in the number of students in the First Premedical Year of 1946-47 from 150 to 200, and also from 150 to 250.

Recommendations of the President were approved as follows:-

Resigna-  
tions

Resignations:

Faculty of Medicine:

|                     |   |               |
|---------------------|---|---------------|
| Dr. E. S. Ryerson   | - Assistant Dean and Secretary of the Faculty                         | June 30, 1946 |
| Dr. W. W. Wright    | - Professor of Ophthalmology  | June 30, 1946 |
| Dr. N. S. Shenstone | - Assistant Professor of Surgery                                      | June 30, 1946 |
| Dr. W. A. Scott     | - Professor of Obstetrics and Gynaecology, and Head of the Department | June 30, 1946 |

Addition-  
al appro-  
priations

Additional appropriations for 1945-46:

Faculty of Arts:

|             |           |
|-------------|-----------|
| Psychology: |           |
| "Supplies"  | \$ 550.00 |

Faculty of Forestry:

|                                      |               |                   |
|--------------------------------------|---------------|-------------------|
| Maintenance - Additional amount      | \$2,350.00    |                   |
| Transfer from "Salaries"             | 2,400.00      | <u>\$4,750.00</u> |
| Distributed as follows:              |               |                   |
| "Apparatus and Laboratory Supplies"  | \$ 650.00     |                   |
| "Office Supplies, etc."              | 650.00        |                   |
| "Practice Camp Supplies, etc."       | 2,650.00      |                   |
| "Clerical and Laboratory Assistance" | 300.00        |                   |
| "Field and Office Equipment"         |               |                   |
| (Special appropriation for 1945-46)  | <u>500.00</u> | <u>\$4,750.00</u> |

Certificate  
Course in  
Business  
Undergrad-  
uate Asso-  
ciation  
and Fees

The Board also approved of the President's recommendation for the formation of "The Certificate Course in Business Undergraduate Association", and the following arrangements were approved at the request of Dr. Dunlop:-

1. The transfer from the University College Literary and Athletic Society to the Certificate Course in Business Undergraduate Association of a sum computed at the rate of \$4.00 for each student enrolled in the Course which commenced July 9, 1945.



Certificate  
Course in  
Business  
Undergrad-  
uate Asso-  
ciation  
and Fees  
(Cont'd)

2. The placing at the disposal of the Certificate Course in Business Undergraduate Association of a sum computed at the rate of \$7.00 for each student enrolled in the Course which commenced December 3rd, 1945.

The amounts referred to above represent the fee which was \$4.00 when the class enrolled on July 9th, 1945, but was increased to \$7.00 per student before December 3, 1945.

Payments  
by Depart-  
ment of  
Veterans  
Affairs

The President presented an oral report in respect of the meeting of the Advisory Committee on University Training for Veterans that was held in Ottawa on February 25th, 1946. He stated that the estimates that have been made by the officials of the Department of Veterans Affairs indicate that there will be over 8,000 veterans registered in the University during the Session of 1946-47. He also informed the Board that it is probable that the additional costs directly attributable to the educating of veterans receiving benefits under the Veterans Rehabilitation Act will be paid by the Dominion Government over a period of three years or longer. A per capita supplementary grant of \$150.00 will be paid for the Session 1945-46. It appears that next autumn an accountable grant of \$75.00 per capita will be paid and that amounts in excess of \$75.00 per capita but not in total (with the \$75.00 accountable grant) exceeding \$150.00 per capita, will be paid during the Session 1946-47 on the presentation of certified audited statements in respect of the need or expenditure of those amounts.

Addition-  
al appro-  
priations  
for U.C.  
Women's  
Residences

Approval was given for the following additional appropriations in the University College Women's Residences for 1945-46:-

|                                  |   |            |
|----------------------------------|---|------------|
| <u>"Combined General Charges</u> |   |            |
| Provisions                       | - | \$4,000.00 |
| Wages, Cleaning & House Service" | - | 3,500.00   |
| <u>"Whitney Hall</u>             |   |            |
| Wages, Cleaning & House Service" | - | 1,000.00   |

Transfer  
in appro-  
priations  
of Astron-  
omy to  
provide  
for re-  
opening  
of Dunlap  
Observat-  
ory

The Board confirmed the President's approval  
of the following transfer in the appropriations for the Department of  
Astronomy for 1945-46 to provide for the re-opening of the David Dunlap  
Observatory to the public:-

|  |                |
|--|----------------|
| Charge: "Supplies and Apparatus"                                   |                |
| Credit: "Observatory Re-opening" -                                 |                |
| Caretaker overtime and student attendants                          | - \$200        |
| Repainting signboard   | - 25           |
| Printing Observatory pamphlets                                     | - 75           |
| Construction of solar telescope (from exist-<br>ing optical parts) | - 75           |
| Display cabinet (University carpenter shop)                        | - 125          |
| Premium for public liability protection                            | - 90           |
| Total  | - <u>\$590</u> |

Recommen-  
dations  
of the  
Executive  
Committee

Recommendations of the Executive Committee

were dealt with as follows:-

Amendment  
to By-Law  
No. 20 re  
signing  
authori-  
ties

(a) Upon motion of Mr. Borden,  
Seconded by Mr. Duncan,  
notice of motion was waived and approval given for an amendment to By-  
Law Number 20, Paragraph 7, governing signing authorities as follows,  
such amendment to be referred to the University Solicitor to draft:-

"All cheques, drafts or orders for the payment of money shall  
be signed by any two of the following:-

The Chairman of the Board of Governors  
The President  
The Comptroller  
or, in the absence of the Chairman and the President,  
by the Comptroller and a member of the Board of Governors  
or any one of

The Chairman  
The President and  
The Comptroller  
and  
The Bursar or  
The Chief Accountant"

Bonding of  
Comptroller  
and Chief  
Accountant

(b) Regarding the Committee's recommendation that the Comptroller  
and the Chief Accountant be bonded, the Board approved of a blanket  
coverage for all University employees, and this matter was referred  
to the Comptroller.

Regula-  
tions for  
solicita-  
tion of  
funds

(c) The proposed regulations in connection with the solicitation  
of funds were deferred for consideration to the next meeting. The  
Secretary was requested to send to the members of the Board copies  
of the letter which the President is to transmit to members of the  
staff with the regulations.

Cost of  
Univer-  
sity  
Exten-  
sion  
Courses

(d) Approval was given to the Committee's recommendation that the  
question of whether fees collected for University Extension Courses  
covered the entire cost, such as overhead, etc., be referred to the  
Comptroller in the case of future courses.



Communications were presented and dealt with as follows:-

Dismissal  
of City's  
appeal  
in connec-  
tion with  
assess-  
ment of  
415 Yonge  
Street

From the University Solicitor transmitting copies of Reasons for Judgment of the Court of Appeal in connection with the assessment of the Margaret Eaton School, 415 Yonge Street, in which the City of Toronto's appeal was dismissed with costs.

Conveyance  
to the  
University  
by Conser-  
vatory of  
certain  
properties

Also from the University Solicitor stating that the properties at 460 Avenue Road and 40 Walmer Road had been conveyed by the Toronto Conservatory of Music to the Governors of the University, and enclosing executed copies of the deeds with certificate of registration endorsed thereon.

Approval  
of Commit-  
tee's  
recommen-  
dation for  
use of in-  
come from  
Firth Be-  
quest for  
University  
College

From the Special Committee appointed in connection with the W. P. Firth Bequest, recommending that the income on this fund be used by the Faculty Council of University College according to the terms set forth in the Committee's report of June 6, 1945, already approved by the Board, which are the terms of the late Mr. W. P. Firth's Will. Upon the recommendation of the Chancellor the Board approved of the Committee's ruling.

Lease of  
No. 83  
Grenville  
Street  
for resi-  
dence for  
School of  
Nursing

From the University Comptroller transmitting lease between Mrs. Mary Massie and the Governors covering No. 83 Grenville Street as a residence for members of the staff and students of the School of Nursing. Approval was given to the signing of this lease on behalf of the Governors for the period from March 1, 1946, to February 29, 1948, at a rental of \$1,200 per annum payable in monthly instalments of \$100 on the first day of each month.

Approval  
of fees  
for cer-  
tain  
students  
in Social  
Work

From Dr. H. M. Cassidy in connection with the fees to be charged students in the School of Social Work as a result of changes in the curriculum, and the Board approved of the

Fees for  
certain  
students  
in Social  
Work  
(Cont'd)

Bursar's recommendation that the fees be charged on a term basis for students who, owing to the nature of the course, might only take  $1\frac{1}{2}$  instead of 2 years to get the Diploma; and that the following fees be adopted and included in the Calendar and on the Fees form:-

|                      | Academic<br>Fee | Incidental<br>Fee | Total<br>Fee   |
|----------------------|-----------------|-------------------|----------------|
| "One term, full time | <u>\$75.00</u>  | <u>\$12.00</u>    | <u>\$87.00</u> |

The total fee is due at the beginning of the academic term in which the student is registered."

Conditions  
of Robin  
Godfrey  
Prize

From Professor W. J. McAndrew stating that the Council of University College had agreed to the arrangements outlined by Mrs. Godfrey, that the Robin Godfrey Prize be of the value of \$50; that the first award be made in the autumn of 1946; that it be open to any undergraduate of the College, and that it be for an original one-act play. These arrangements were approved by the Board. Professor McAndrew also stated that it was proposed to insert in "The Varsity" a special notice stating that the date of March 30th for the present Session will be extended to November 15th, and that for the present Session all students at present enrolled in the College would be free to compete.

Offer of  
Dr. John  
Sheahan  
to make  
a second  
award of  
Chappell  
Prize

From the University Registrar advising that Dr. John Sheahan, St. Catharines, a member of the Senate, had offered to provide annually the sum of \$25 in order that two awards of the Chappell Prize may be made in each Session, one to the best student in the final year in Clinical Medicine, and the other to the best student of the final year in Clinical Surgery, instead of an award being made alternately in these departments as at present. This generous offer was gratefully accepted by the Board, together with Dr. Sheahan's cheque for \$25.00 to provide for the 1946 second award, recently recommended by the Council of the Faculty of Medicine. The academic details were referred to the Senate and to the Council of the Faculty of Medicine for settlement.



## Donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

|            |   |
|------------|---|
| \$5,000.00 | from the Trust & Guarantee Company Limited representing payment on account of a bequest left to the Faculty of Dentistry under the Will of the late Dr. Edward West Holmes.   |
| 750.00     | from the National Research Council for Project D.R.2, Dr. G. H. Lucas, Pharmacy & Pharmacology  |
| 300.00     | from Mr. Percy Hermant, being the second instalment of the Percy Hermant Scholarships payable in 1945-46  |
| 250.00     | from the Royal College of Dental Surgeons for credit of the Harry R. Abbott Memorial Library Fund   |
| 175.00     | from the Firestone Tire & Rubber Company being donation for the Institute of Industrial Relations   |
| 100.00     | from an anonymous donor as an educational gift to the University of Toronto Schools to be applied on account of the payment of fees, and to be used at the discretion of the Headmaster of U.T.S.   |
| 30.00      | from the Department of Health in payment of the Faulkner Gold Medal in Psychiatry for 1945-46   |
| 25.00      | from Pi Lambda Phi Fraternity to cover the award, payable in 1945-46, of their Scholarship, which they request be called the "Pi Lambda Phi, Daniel L. Jacobs Memorial Prize" instead of the "Pi Lambda Phi, Herbert L. Kaus Memorial Prize" as formerly. |

Presentation by Hon. Dr. Bruce of resolution concerning proposed changes in University Act

Dr. Bruce, who had given notice of his intention, presented to the meeting in the form of a resolution three suggestions for changes in the University Act.

These suggestions implied changes in the present procedure relating to:

- (a) Honorary degrees
- (b) The method of electing the Chancellor; and
- (c) The third suggestion had to do with an addition to the Act intended to clarify the final authority as between the Board of Governors and the Senate where there was any ambiguity in the present Act.

It was pointed out that, if agreement to the resolutions were to be obtained, it could only act as a recommendation to the Government. The Board of Governors has no jurisdiction whatsoever in relation to the amendment or alteration of the University Act, and there was some doubt as to the method of approach. Nevertheless, full discussion took place, and it was

Resolution of  
Dr. Bruce  
(Cont'd)

finally agreed that there should be consultation with the Senate. It was accordingly resolved that a joint committee be appointed by the Chairman comprising five members of each body who would discuss the suggestions as presented by Dr. Bruce and would bring in a report at an early date.

Financial  
Statement  
and  
Accountable  
Warrant

The Bursar presented the Financial Statement and the Comparative Revenue and Expenditure Statement for the month of January; also his Estimate, under By-Law Number 20, of the amount required to defray Current Expenditure for the month of March.

Upon motion of Dr. Neilly,  
Seconded by Mr. Bryce,

it was ordered that an Accountable Warrant for Five Hundred Thousand Dollars (\$500,000.00) be issued to the Bursar.

Visit  
to Ajax  
Division

The visit of the members of the Board to the Ajax Division on Saturday, February 16th, was recorded. On this occasion a dinner was tendered by the Chambers of Commerce and other organizations of the surrounding district.

*Indeped  
M.B.*

The meeting adjourned at 7:10 p. m.

Minutes confirmed.

*March 14<sup>th</sup> 1946*

*H. B. Philip*

Chairman.

*J. Higgins*

Secretary.





Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, March 14th, 1946, at 4 p. m.

Present -

The Chairman (Colonel Phillips)  
The Vice-Chairman (Mr. Borden)  
The Chancellor  
The President  
Mr. Ross  
Hon. Mr. Justice Hope  
Mr. Burns

Dr. Neilly  
Mr. Morrow  
Hon. Dr. Bruce  
Mr. McCullagh  
Mr. Bryce  
Mr. Kelly  
Mr. Duncan

Mr. Arnold Gaine, Comptroller

Mr. C. E. Higginbottom, Secretary.

The minutes of the last meeting were presented, and -

Upon motion of Mr. Borden,  
Seconded by Hon. Mr. Justice Hope,  
were confirmed.

Upon motion of Mr. Morrow,  
Seconded by Hon. Dr. Bruce,  
the minutes of the meeting of the Executive Committee held on Friday, March 8th, at 1 p.m. at the York Club were adopted as tabled.

Matters arising out of the minutes were dealt with as follows:-

Hon. Dr. Bruce  
withdrew his  
motion concerning  
proposed changes  
in University  
Act

The Chairman reported that, following the resolution adopted at the last meeting regarding the appointment of a joint committee with the Senate to examine and report upon the suggestions put forward by Hon. Dr. Bruce, he had asked Dr. Bruce and Dr. Neilly to become members of this committee. After consideration, Dr. Bruce had reported that he and Dr. Neilly were unwilling to act on this committee, and that, following the remarks at the last meeting, his



Hon.Dr.Bruce  
withdrew his  
motion  
(Cont'd)

anxiety to avoid any degree of embarrassment to the President by proceeding with his suggestions made it necessary now for him to withdraw the motion which he had proposed at the last meeting. The Chairman reported also that Dr. Bruce advised that Dr. Neilly as seconder of the motion above referred to had agreed with this course of action. It followed as a matter of course, therefore, that the committee would not be constituted.

Report expected from  
Dean Gallie  
on facilities  
necessary for  
larger attendance in Medicine

In connection with the report which was to be prepared by Dean Gallie regarding the facilities necessary for accepting a larger number of students in First Year Medicine, the President stated that he had not yet received this report but hoped to have it shortly, and it was decided that the Calendar for 1946-47 be not printed in the meantime.

By-Law No.46  
amending  
By-Law No.20  
regarding  
signatures  
on cheques,  
etc.

Upon motion of Dr. Neilly,  
Seconded by Mr. Borden,  
By-Law Number 46, amending By-Law Number 20, in connection with signing authorities for cheques, drafts, etc., was approved as follows:-

BY-LAW NUMBER 46

To amend By-Law Number 20

- - - - -

BE IT ENACTED AND IT IS HEREBY ENACTED BY the Governors of the University of Toronto as a by-law thereof as follows:-

Section (7) of By-Law Number 20 is hereby repealed and the following substituted therefor:-

"All cheques, drafts or orders for the payment of money shall be signed by any two of the following, namely, the Chairman of the Board of Governors, the President, the Comptroller; or by the Chairman of the Board of Governors, the President or the Comptroller and a member of the Board of Governors; or by the Bursar or the Chief Accountant when countersigned by the Chairman of the Board of Governors, the President, the Comptroller or a member of the Board of Governors."

ENACTED this Fourteenth day of March, 1946.

(Sgd) W. E. Phillips,  
Chairman  
(Sgd) C. E. Higginbottom,  
Bursar.

Recommendations of the President were approved

as follows:-

Resigna-  
tions

Resignations:

Faculty of Medicine:

Dr. A. A. Campbell - Professor of Oto-Laryngology and  
Head of the department June 30, 1946

Addition-  
al appro-  
priations

Additional appropriations for 1945-46:

Faculty of Arts:

Chemistry - Pharmacy Session:

|                              |   |         |
|------------------------------|---|---------|
| "Salaries"                   | - | \$1,465 |
| "Chemicals, glassware, etc." | - | 500     |

Faculty of Medicine:

Hygiene and Preventive Medicine:

|            |   |     |
|------------|---|-----|
| "Salaries" | - | 500 |
|------------|---|-----|

Surgery:

|            |   |       |
|------------|---|-------|
| "Salaries" | - | 3,675 |
|------------|---|-------|

Faculty of Applied Science and Engineering:

School of Architecture:

|            |   |     |
|------------|---|-----|
| "Supplies" | - | 150 |
|------------|---|-----|

Faculty of Dentistry:

|   |   |       |
|---|---|-------|
| "Laboratory and Infirmary Supplies, etc." | - | 3,000 |
|---|---|-------|

|  |   |     |
|--|---|-----|
| "General Expenses: Stationery, Printing, etc." | - | 200 |
|--|---|-----|

President's Office:

|  |   |     |
|--|---|-----|
| "Travelling Expenses - Academic Staff" | - | 750 |
|--|---|-----|

Comptroller's Office:

"Acquisition of Surplus War Materials":

|          |   |     |
|----------|---|-----|
| Salaries | - | 550 |
|----------|---|-----|

|          |   |    |
|----------|---|----|
| Supplies | - | 50 |
|----------|---|----|

Transfers  
in appro-  
priations

Transfers in appropriations for 1945-46:

Faculty of Medicine:

Surgery:

|                               |   |         |         |
|-------------------------------|---|---------|---------|
| Charge: "Laboratory Expenses" | - | \$1,000 |         |
| : "Museum of Applied Anatomy" | - | 250     | \$1,250 |
| Credit: "Salaries"            |   |         | \$1,250 |

Other recommendations of the President were

approved as follows:-

Limitation  
of students  
in Forestry

That the registration in the First Year of the Faculty of Forestry for the Session 1946-47 be offered to approximately 100 students, this wording to be used for the Calendars.



Limitation  
of students  
in Physical  
& Health  
Education

That the registration in the First Year of the School of Physical and Health Education for the Session 1946-47 be offered to approximately 150 students - 75 men and 75 women, this wording to be used for the Calendars.

Students  
in School  
of Graduate  
Studies to  
pay Health  
Service fee

Adoption of the following recommendation of the Executive Committee of the Council of the School of Graduate Studies, to take effect for the Session 1946-47:-

"That any student taking any course in the University of Toronto or engaged in research in the University of Toronto and registered in the School of Graduate Studies be required to pay the annual Health fee."

Letter from  
the Presi-  
dent to mem-  
bers of the  
staff in  
connection  
with the  
solicitation  
of funds

Upon motion of Dr. Neilly,  
Seconded by Mr. Morrow,  
the Board approved of the following letter to be addressed by the President to members of the staff in connection with the solicitation of funds:-

"Dear Colleague:-

In its progress, the University must continue to depend not only on governmental grants but also on private benefaction. The funds donated by individuals, by foundations and by commercial and industrial organizations betoken the degree of interest and confidence on the part of the public in the University. The essence of the University is its community of scholars. As I endeavoured to state in my Inaugural Address, administrative officials and governing bodies of the institution are charged with the obligation to facilitate the attainment of the educational objectives of that community. The administrative organization was established and is maintained for the benefit of that community and not the community for the administration.

No one knows better the needs of the various and varied sections of the University than the respective members thereof. It must be recognized that many benefactors have made and will make gifts for bursaries, scholarships and fellowships, for research and for the founding of lectureships and chairs by reason only of their appreciation of the character, the ability and the services of individual members of the staff. Moreover, there may be no more successful solicitor for funds than the independent scholar whose enthusiasm and vision with respect to his particular project are contagious. Any policy of centralization that would obscure these facts would be disadvantageous to the University.



Solicitation of funds  
(Cont'd)

It cannot be gainsaid, however, that a multiplicity of appeals, unrelated and unco-ordinated, may cancel one another. Constant solicitation of funds from prospective donors may dry up the reservoirs of generosity, the tapping of which is sought.

To the end that appeals for the financial support of particular projects may not be mutually destructive, and at the same time in an endeavour to encourage individual initiative and resourcefulness, the Board of Governors has recently enacted three general directives.

1. No faculty, school, institute or other organization of the University or individual staff members shall make any appeal to any prospective or potential donor or donors for financial support, for any total amount exceeding \$1,000.00, of any undertaking or project within the University before the approval of the President is obtained;

2. The President may approve, or refer to the Executive Committee of the Board of Governors, any appeal provided that the amount involved does not exceed in total \$5,000.00; and that

3. If the amount involved exceeds in total \$5,000.00, the appeal shall, in every case, be reviewed by the Executive Committee in order that, if it is approved by the Executive Committee, it may be endorsed to the prospective or potential donor or donors by the Board.

The approval of the President or the Executive Committee will carry with it the endorsement - not merely passive but active endorsement - of the Board. The institutional backing thus afforded should conduce to the success of appeals.

This action of the Board is not designed to discourage any member of the University from expressing to any prospective or potential donor or donors his willingness to accept unsolicited offers of funds for educational purposes which are not subject to any abnormal conditions. As in the past, the recipients of any offers of this nature or the makers of successful appeals for \$1,000 or less, will acquaint, as soon as possible, the administration with the good news. In every case, cheques should be made payable to the University and not to individuals, and cheques or securities should be forwarded to the office of the Bursar.

If the directives of the Board are administered with common sense, I am confident that the University, as a whole and in its several parts, will be benefited in a way that would not be possible in free-for-all campaigns. If there is undue delay in considering requests for the approval of appeals, it may well be said that once more red tape has strangled laudable undertakings. I promise my utmost in the despatch of requests.

Institute of Industrial Relations

The following recommendations of the President in connection with the Institute of Industrial Relations were approved:-

1. The establishment of an Institute of Industrial Relations pursuant to the following memorandum:-

"Purpose of the Institute

Within the University of Toronto there is a place for an organization designed to promote investigation and research in the wide field of industrial relations. It should seek to enlist in ready collaboration scholars in the varied faculties and departments of the University, bring their technical knowledge to bear upon an economic or social problem,



Institute  
of Indus-  
trial  
Relations  
(Cont'd)

obtain aid whenever necessary of first-class experts from outside, and publish the results of its research. As is fitting for an institution within the provincial university, the organization might devote special attention to problems in Ontario, and thereby render a direct service to the people of the Province. The purpose of the organization is described in wide and generous terms by intent. Abundant suggestions are made that the University should sponsor special studies in many matters of social and economic concern, such as industrial relations. These suggestions sometimes take the form that within the University new departments should be instituted to promote the studies in question, despite the fact that at present there is an adequate number of departments for the analysis of almost any major question if their energies can be collectively focused upon it. While there is doubtless need of additional men on the staff with conspicuous research capacity, there is less need for new departments than for co-ordination in the work of those already existing. Herein an Institute, such as that described in the present memorandum, can perform a valuable work by examining proposals for social and economic investigation submitted to the University, deciding what proposals should be acted upon, and prescribing the methods of study or investigation. It should of course not merely await the submission of recommendations, but zealously apply itself to the task of extending research as it deems wise.

Organization

A simple organization would be the most effective for the purpose in hand, and might consist of a small Inter-departmental Committee constituted from senior members of the teaching staff in those departments interested in the purposes of the Institute and capable of lending it assistance. It is contemplated that the Committee might subsequently take responsibility for research in other economic and social fields if financial support for such studies is forthcoming. It may be that it would be found advantageous to have an Honorary Advisory Council, composed of representative citizens from various walks of life, who would publicly sponsor the Institute and give assistance and guidance but who would not be expected to direct its current work.

It is proposed that there should be appointed a full-time Director of the Institute who will initiate, conduct or co-ordinate research work and be responsible for proposing and developing studies in the field of Industrial Relations. The Director may engage in consulting work at the invitation of organizations outside the University. Any retainer or honorarium for such services shall be paid to the University for the credit of the Institute. The Director of the Institute shall not be permitted to act on conciliation boards or as a referee in wage disputes.



### Finance

The University, aided as it is by the Government of the Province, must financially as in other ways be responsible for the Institute. It is not unlikely that once established, the American foundations which are zealous in furthering research might render assistance; aid might also be obtained from private citizens and corporations within Canada. The more generously special funds were obtained for research, the lighter would be the burden of the Institute upon general university finances.

A primary financial need would be that of providing research fellowships for competent students, tenable either by graduates registered in the Graduate School and engaged in research approved by the Institute, or by more mature scholars and seasoned investigators, within or outside the University. Financial assistance would also be necessary to ensure the publication of worthy studies, to provide advanced teaching incidental to research, or to make feasible other activities of the Institute, such as those suggested below under the heading of Research Procedures. There is appended to this memorandum a yearly budget of a tentative character. It should be understood that changes in the amounts allocated for particular items may be required in the development of the Institute.

### Research Procedures

Whenever the Institute concludes that a given subject is worthy of extended study, it should then constitute an expert committee to plan and supervise the research over whatever period of months or years is necessary. This committee might conclude, for example, that the best way to study and bring fresh light to bear upon a problem in industrial relations was to constitute a round table carefully selected from labour, industry and interested scholars to examine the problem and publish through the Institute the results of its examination. This method, which has been applied with considerable profit in Nuffield College at Oxford, is particularly applicable to questions where conflicting and complex interests must be scrupulously assessed and would have the additional advantage of enabling the Institute to achieve the laudable end which Lord Nuffield sought in endowing the new college named after him in Oxford, namely that of combining in joint and useful study academic and non-academic minds. In other cases the Institute might decide that a proposed study could best be performed by commissioning an experienced scholar or team of scholars to carry it out. No rigid procedure need be followed in every case. Indeed it is very desirable to preserve a wholesome flexibility in the methods of the Institute.

### The Institute and Teaching Departments

An Institute of the kind described would not conflict with or duplicate the work performed by the teaching departments, but might contribute to its enrichment. It would not be its purpose to conduct courses, except the round table discussions mentioned; that responsibility would primarily remain with the teaching departments. But it could possess a valuable function in making recommendations to the teaching departments or to the faculties in regard to intramural or extramural courses. It might offer constructive criticism which departments and faculties would be less likely to provide within themselves, and thereby become an agency of intelligent modification, correla-



Institute  
of Indus-  
trial  
Relations  
(Cont'd)

tion and stimulus in the studies of the University. It would of course seek to strengthen the work of the Graduate School in so far especially as it fitted into its own sponsored projects. It would bring together, in collaboration in the supervision of research, scholars from different departments and thereby achieve a desirable end, far from adequately attained at present. Moreover the teaching departments would be enriched by association through the Institute with expert research workers outside the university.

Budget

Budget

| <u>April 1st, 1946 to June 30th, 1946</u> |  |                    |
|---|--|--------------------|
| 1.  | Director - salary                        | \$ 1,500.00        |
| 2.  | Director - expenses                      | 250.00             |
| 3.  | Office - staff and supplies              | 1,000.00           |
| 4.  | Research expenses                        | 500.00             |
|   |  | <u>\$ 3,250.00</u> |
| <u>July 1st, 1946 to June 30th, 1947</u>  |  |                    |
| 1.  | Director - salary                        | \$ 6,000.00        |
| 2.  | Director - expenses                      | 1,000.00           |
| 3.  | Office - staff and supplies              | 3,000.00           |
| 4.  | Conferences and courses                  | 4,000.00           |
| 5.  | Research, fellowships, grants in aid,&c. | 6,000.00           |
|   |  | <u>\$20,000.00</u> |

March 4th, 1946."

- 2. Authority for the President to appoint, from time to time, members of the Inter-Departmental Committee.
- 3. Adoption of the budget set forth in the above memorandum from April 1st to June 30th, 1946.
- 4. Appointment of Professor V. W. Bladen as Director of the Institute of Industrial Relations as from April 1st, 1946, at a salary of \$6,000 per annum, Professor Bladen to continue as a Professor in the Department of Political Economy without salary.

Appoint-  
ment of  
Director

University  
College  
Committee

The following six graduates of University College, whose names were presented by the President, were appointed to the University College Committee:-

- |                               |                         |
|-------------------------------|-------------------------|
| Hon. Mr. Justice F. H. Barlow | Mr. B. Sadowski         |
| Mr. J. S. D. Tory             | Mrs. A. J. Walwyn       |
| Mr. G. A. L. Gibson           | Capt. Adelaide Sinclair |

Allocation  
from Wall-  
berg Fund  
for Chem-  
ical En-  
gineering  
& Chemistry  
building

In connection with the suggestion previously made that the sum of \$1,500,000.00 from the Wallberg Request be allocated for the erection of the building for Chemical Engineering and Chemistry, the President read extracts from

Wallberg  
Bequest  
(Cont'd)

the Will relating to the bequest to the University.

Upon motion of Mr. Bryce,  
Seconded by Hon. Dr. Bruce,

the Board authorized that not more than \$1,000,000.00 be taken from the Wallberg Fund for this purpose, the matter to be taken up with the Trustees of the Estate.

The following amendment to the foregoing motion was lost:-

It was moved by Mr. Burns,  
Seconded by Mr. Ross,

that all monies in the fund be available for the erection of the building for Chemical Engineering and Chemistry, with the exception of \$1,000,000.00, which is to include high-class securities.

A statement was presented by the Bursar showing the value of the securities in the Wallberg Fund as at March 14, 1946, as follows:-

| Par Value                               | Book Value     | Market Value<br>Mar. 14, 1946 |
|---|----------------|-------------------------------|
| \$2,004,500.00                          | \$1,927,171.31 | \$2,170,685.75                |
| <u>Balance of Fund at Feb. 28, 1946</u> |                |                               |
| \$2,168,567.98                          |                |                               |

Establish-  
ment of  
Committee  
to be  
called  
"The Board  
of Syndics  
of Hart  
House  
Theatre"

It was moved by the President,  
Seconded by Mr. Bryce,  
And Resolved -

1. That notwithstanding the provisions of By-Law Number 43 of the Board of Governors there shall be established a Standing Committee to be known as "The Board of Syndics of Hart House Theatre", which shall report to the Board of Governors through the President and the Comptroller of the University.

2. That there shall be appointed to the Board of Syndics of Hart House Theatre the following persons who shall take office on April 1st, 1946:-



The Board  
of Syndics  
of Hart  
House  
Theatre

Professor E. A. Dale (Chairman)  
The President  
The Comptroller of the University  
The Warden of Hart House  
The Comptroller of Hart House  
Mr. C. R. Delafield  
Brigadier Eric Haldenby  
Professor R. K. Hicks  
Mr. F. B. Matthews  
Professor J. D. Robins  
Mr. Edgar Stone

(Efforts should be made to appoint to the Board of Syndics of Hart House Theatre a woman and also a member of the staff of a faculty of the University.)

3. That the Board of Syndics of Hart House Theatre be requested to prepare and present to the Board of Governors (a) draft regulations respecting the powers and duties of the Board of Syndics of Hart House Theatre, and (b) estimates for Hart House Theatre for 1946-47.

Upon motion of Hon. Dr. Bruce,  
Seconded by Mr. McCullagh,

Mrs. W. L. Grant and Mr. Hart Massey were added to the above Committee.

Statutes  
of Senate

The following Statutes of Senate presented by the President were approved:-

- No. 1741 - Respecting a Teacher's Certificate in Physical Therapy, and two-year course of instruction leading thereto
- No. 1747 - Respecting the Council of the Institute of Child Study
- No. 1758 - Respecting the W. G. Millar Memorial Scholarship
- No. 1759 - Respecting the Arch Hutchison Fellowship
- No. 1760 - Respecting the Frances Esther Hutchison Fellowship
- No. 1761 - Respecting the Annie L. Laird Prize

Recommendations of  
Executive  
Committee

Upon motion of Mr. Borden,  
Seconded by Mr. Morrow,

the recommendations of the Executive Committee were approved as follows:-

Cost of  
University  
Extension  
Courses

(a) More detailed information to be obtained in connection with operating expenses of the various University Extension Courses, and the Superintendent to be requested to report on cost of overhead, such as light, heat, etc.

In this connection there was presented a statement prepared by the Bursar showing the detailed information referred to above.

Appointment  
of Wm. B.  
Moore, Super-  
intendent's  
Office

(b) The appointment of Mr. Wm. B. Moore as Assistant in the Superintendent's Office, to replace Mr. J. Shortreed, now at the Ajax Division, as from March 1st, 1946, at a salary of \$2,400 per annum.

Establish-  
ment of the  
Graham Camp-  
bell Psycho-  
logy Fund

(c) The establishment of the "Graham Campbell Psychology Fund" along the lines of the offer made by Professor E. A. Bott as follows:-

"That the Library which was turned over to the Department of Psychology by a group established by members of the staff of the Psychological Laboratory, which did extensive practical work for crippled veterans, research work, etc., during the First World War, be offered to the University, together with the assets of \$3,000 in Government Bearer Bonds, and cash of \$934.21, on the following terms:-

- (1) The library and other assets shall be the basis of a foundation to be known as 'The Graham Campbell Psychology Fund'.
- (2) The library shall be administered by the Department of Psychology and kept in the department.
- (3) The funds may be augmented from time to time through additional donations, earnings and accrued interest.
- (4) The income from the Fund will be used for such purposes relating to or associated with the work of the Department of Psychology as that Department may from time to time determine.
- (5) All expenditures will be made by the Bursar on the recommendation in writing of the head or acting head of the Department of Psychology.

Property  
adjoining  
Conserva-  
tory

(d) Offer of \$35,000 by the University for purchase of property adjoining Toronto Conservatory of Music.

Hospitaliz-  
ation Plan

(e) Participation by the University in Hospitalization Plan to be referred to the President, and action of Connaught Laboratories in putting such a plan into effect to be approved.

Investment  
Consultant

(f) Consultant to be requested to act in connection with University investments, and authority for an honorarium of \$1,000.00.

Interim ap-  
propriations  
for Applied  
Science

(g) Interim appropriations in the Faculty of Applied Science and Engineering as follows; against which requisitions may be issued immediately, with the understanding that payment will be made out of the funds made available by the Board for the Session 1946-47:-

|             |   |             |
|-------------|---|-------------|
| "Apparatus" | - | \$25,000.00 |
| "Supplies"  | - | \$25,000.00 |



Communications were presented and

dealt with as follows:-

Thomas  
Foster  
Bequest  
for Can-  
cer  
Research

From Mr. W. L. Knowlton, Manager of the Canada Perman-  
ent Trust Company, transmitting a copy of the Will of the late  
Thomas Foster, which contains the following bequest to the Uni-  
versity of Toronto:-

"To hold all the rest, residue and remainder of my Estate  
and any gifts that may lapse or fail and not be required  
to provide in their proper order for the trusts above set  
out and pay the annual income therefrom to the Board of  
Governors of the University of Toronto to be applied by  
them for Cancer Research Work in the Department of Medical  
Research until such time as the problem of Cancer has been  
solved, or the need for the application of funds for that  
purpose has in the opinion of my trustees disappeared, and  
thereafter to pay the annual income from the said fund to  
the Canadian Medical Association, or failing it to some  
responsible representative body of the Medical profession  
in Canada for use by it in extending to doctors and nurses  
in the more remote parts of Canada information, education  
and training in up-to-date medical science."

In connection with the above bequest the Bursar repor-  
ted the following information which he had received verbally  
from Mr. Knowlton:-

Estate - \$1,168,000.00  
Estimated Residue - \$ 629,000.00  
Estimated Annual Income - Possibly 5% of \$500,000.00 or  
between \$20,000.00 and \$25,000.00 (chiefly mortgages)  
It is possible that income on the whole Estate may be  
received by the University as residuary legatee by  
December, 1946.  
Estimated Dominion Succession Duties - \$100,000.00

Wording  
for gifts  
to the  
University

The Bursar requested instructions in connection with  
the wording to be used for gifts to the University for a  
specific purpose. The Board agreed that in this connection  
the Bursar suggest to prospective donors that they use the  
following wording:-

"I give to the Governors of the University of Toronto  
the sum of \$ ..... for research in ....."

with a further clause to the effect that if it is not possible  
to apply the gift for the purpose mentioned, the Board will be  
at liberty to use the money in such manner as in their discre-

tion may seem for the best advantage of the University, keeping in mind of course the original intention of the donor.

Time extended to  
R. C. I.  
to vacate  
198 College  
Street

From the President of the Royal Canadian Institute stating that as they would be unable to move to their new quarters until the middle of April that the time for vacating the premises at 198 College Street be extended from March 31st to the above date, and this request was granted by the Board.

Estimates  
of Connaught  
Medical Research  
Laboratories  
for 1946-47

From the Comptroller of the Connaught Medical Research Laboratories transmitting the Estimates for the year 1946-47 together with the covering report of the Committee, and

Upon motion of Dr. Neilly,  
Seconded by Mr. Morrow,

these Estimates and salary increases were approved, ratified and confirmed, and the Secretary was directed to convey the Board's thanks and appreciation to Dr. Neilly and Dr. Defries, and their associates, for their untiring efforts in connection with the ever-increasing work of the Laboratories.

Release from  
University  
from terms  
of contract  
for a Seis-  
mological  
Survey

From the Ontario Minister of Mines transmitting a form for signature by the Governors releasing the Minister of Mines, the Union Gas Company of Canada Limited, and the Dominion Natural Gas Company, from the terms of a contract entered into by these parties under date of November 8th, 1944, by which equipment needed to conduct a Seismological Survey would become vested in the University of Toronto. Authority was given for the execution of the release.

Additional  
appropriations  
for  
Women's  
Residences

From Miss M. B. Ferguson, Dean of Women, University College, requesting the following additional appropriations for the Women's Residences for 1945-46 in order to acquire equipment and furnishings which, because of the shortage of material, it was impossible to



Women's  
Buildings  
(Cont'd)

purchase in 1944-45 under the appropriation then granted for this purpose and which expired in the usual way at June 30th, 1945:-

|                                   |            |
|-----------------------------------|------------|
| <u>No. 5 Willcocks Street:</u>    |            |
| "Furnishings and Sundry Renewals" | - \$733.00 |
| <u>No. 146 St. George Street:</u> |            |
| "Furnishings and Sundry Renewals" | - \$656.00 |

These appropriations were authorized.

Resolution  
of Rocke-  
feller  
Foundation  
re School  
of Nursing

From the Comptroller of the University transmitting the following resolution which it is proposed to be passed by the Rockefeller Foundation in connection with the provision of \$300,000.00 for the School of Nursing, and this resolution was approved by the Board:-

"RESOLVED that Appropriation RF 45037 to the UNIVERSITY OF TORONTO be, and it hereby is, amended to read as follows:  
RESOLVED that the sum of Three hundred thousand dollars (\$300,000), or as much thereof as may be necessary to provide up to Canadian \$300,000 be, and it hereby is, appropriated to the University of Toronto toward the cost during the period ending December 31, 1948, of a building for the School of Nursing, with the understanding that this sum will become available when the Board of Governors of the University of Toronto shall have secured pledges from other sources for the same purpose in the amount of Canadian \$350,000., payments to be made as building progresses at the ratio of \$3 for each \$3.50 provided by the University."

Establish-  
ment of  
"Lou Somers  
Scholarship"  
and "Alec  
Garalick  
Scholarship"

From the Sigma Alpha Mu Fraternity offering the sum of \$1,000 for the establishment of the following scholarships for a period of five years:-

1. The Lou Somers Scholarship, of the value of \$100.00, to be awarded to the student ranking first in First Class Honours at the annual examination of the First Year in the Course in Commerce and Finance in the Faculty of Arts.
2. The Alec Garalick Scholarship, of the value of \$100.00, to be awarded to the student ranking first in Honours at the final examination in the pre-medical course preceding admission to the First Medical Year.

This generous offer was accepted with thanks and appreciation,

and the academic details were referred to the Senate and to the Council of the Faculty of Medicine for settlement. The receipt of cheques, totalling \$225.00, for credit of this fund, were also reported.

Gift of  
volumes  
from Dr.  
Sigmund  
Samuel

From Dr. Sigmund Samuel stating that he had secured for the University eight significant volumes that were in the possession of Sir Isaac Newton, and this gift was accepted with gratitude.

Other  
donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council

\$2,069.37 for Project P.E. 5, Dr. H. G. Smith, Physics

700.00 " " A.M.4, Dr. D. N. Cass-Beggs, Electrical Engineering

For Institute of Industrial Relations

Payment for one year -

\$375.00 from The Wallace Barnes Company

125.00 " Aerovax Canada Limited

50.00 " United-Carr Fastener Company

Miscellaneous:

\$1,774.00 from the Rockefeller Foundation for the School of Hygiene towards their grant for Additional Faculty Personnel

1,200.00 from Miss Jessie B. Brodie, on behalf of the Household Science Alumnae Association, for credit of the Annie L. Laird Prize

100.00 from the Kingston Council of Social Agencies as a contribution towards the Ontario Community Chests Scholarship Fund in the School of Social Work

50.00 from Mr. L. C. Outerbridge, representing his contribution towards the award of the Cornelius Arthur Masten Fellowship in Law, payable in 1946-47

Report  
No. 7 of  
Ajax  
Committee

Upon motion of the President,  
Seconded by Mr. Morrow,

Report No. 7 of the Ajax Committee was approved as follows:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Friday, March 8th, 1946, at 4 p.m., at which the following members were present:-

|                               |                                     |
|-------------------------------|-------------------------------------|
| The President (in the Chair)  | The Bursar, Mr. C. E. Higginbottom  |
| Mr. C. F. W. Burns            | The Deputy Bursar, Ajax Division,   |
| Dean C. R. Young              | Mr. G. L. Court                     |
| The Director of the Ajax      | The Superintendent, Mr. A. D. LePan |
| Division, Mr. J.R.Gilley      | The Asst. Superintendent, Mr. W. H. |
| The Comptroller, Mr. A. Gaine | Bonus                               |
|                               | The Deputy Superintendent, Ajax     |
|                               | Division, Mr. J. Shortreed          |



Ajax Com-  
mittee  
Report  
(Cont'd)

Report of the last meeting

It was moved by Dean Young,  
Seconded by Mr. Bonus,  
And approved -

That the report of the last meeting of the Committee held on Wednesday, January 30th, 1946, be approved.

Extension of Health Service

The Director reported that the arrangements concerning the schedule of fees for medical attention and hospitalization, and the apportioning of the physicians' fees between the University and the doctors would not be completed until an opinion from the University Solicitor had been obtained concerning the possible liability of the University in connection with the proposed extension of the Health Service.

Medical Officer of Health - Ajax Area

The Director reported that Dr. Rogers, of the Health Service of the Ajax Division, had been appointed Medical Officer of Health for the Ajax Area. It was directed that a further report would be made at the next meeting of the Committee concerning certain financial aspects of this appointment.

Academic Report

Dean Young presented the Academic Report, which indicated very satisfactory progress in academic matters.

Appropriation for Academic Apparatus and Supplies

It was moved by Mr. Gaine,  
Seconded by Mr. Burns,  
And approved -

That the Committee recommend to the Board of Governors that interim appropriations of -

\$100,000.00 for "Apparatus"

\$ 20,000.00 for "Supplies"

be approved for the Academic Departments in order that the departments could order the necessary apparatus and supplies, which were difficult to obtain due to their scarcity on the market, for the Session 1946-47. Amounts spent on these appropriations are to be held in Suspense and be a first charge against the 1946-47 appropriations.

Estimates for 1946-47

It was moved by Mr. Gaine,  
Seconded by Mr. Bonus,  
And approved -

That the Estimates of the Ajax Division for the year 1946-47 be based on an estimated enrolment of 2,800 students, and that the details of procuring and setting up the Estimates be determined by the Comptroller and the Director, and that the various departments be informed that the Estimates must be in the hands of the Director by April 8th, 1946.

Accommodation for Conventions, etc.

It was moved by Mr. Burns,  
Seconded by Mr. Court,  
And approved -

That the Committee recommend to the Board of Governors that permission be given to allow organizations to use the facilities of the Ajax Division for Conventions, etc., while the University was not in session, provided the organizations were approved by, and satisfactory financial arrangements were made with the Comptroller and the Director.



Ajax Com-  
mittee  
Report  
(Cont'd)

#### Bursar's Report

The Deputy Bursar reported that up to February 28th, 1946, \$560,717.86 had been spent on behalf of the Ajax Division and that estimated disbursements for March, 1946, amounted to \$378,000.00.

It was moved by Mr. Gaine,  
Seconded by Mr. Higginbottom,  
And approved -

That the Committee recommend to the Board of Governors that the amount of the \$800,000.00 approved by the Board for Expenditures of the Ajax Division unused as at February 28th, 1946, be cancelled, and that a warrant for \$378,000.00 for March 1946 be approved. It is also recommended that the University transfer to the Ajax Division the sum of \$248,000.00, being the amount by which the estimated disbursements for March 1946 exceed the estimated funds available at the Ajax Division during the month of March.

#### Superintendent's Report

The Superintendent's Report was presented by the Deputy Superintendent. It was reported that final estimates of Construction for the next academic year were not completed.

#### Planning Sub-Committee

It was moved by Mr. Shortreed,  
Seconded by Dean Young,  
And approved -

That the Committee recommend to the Board of Governors that a Sub-Committee be established on planning the accommodation for 1946-47, to consist of the following persons:-

|                                 |                    |
|---------------------------------|--------------------|
| The Director of Ajax (Chairman) | Dean Young         |
| The Director of Studies         | The Superintendent |
| The Deputy Superintendent       | The Comptroller    |
| The Deputy Bursar               |                    |
| The Assistant Superintendent    |                    |

It is also recommended that an appropriation of \$25,000.00 be provided for the Sub-Committee to spend on necessary preliminary work prior to the completion of the final Estimates of which this appropriation would be a part.

#### Workmen's Compensation

The Deputy Superintendent reported that all employees of the Ajax Division except Academic and Administrative Staffs were now covered under Schedule 1 of the Workmen's Compensation Board at a rate of \$0.60 per \$100.00 of payroll, which amounted to a cost of \$3,336.00 to the end of 1946. He also reported that a rate of \$0.30 per \$100.00 of payroll was now available to cover all employees and staff at the Ajax Division, which would mean an estimated cost to the end of 1946 of only \$2,448.00.

It was moved by Mr. Shortreed,  
Seconded by Mr. Court,  
And approved -

That the Committee recommend to the Board of Governors that the existing coverage under Workmen's Compensation be increased to cover all persons employed by the Ajax Division, including the Academic and Administrative Staffs.

It was moved by Mr. Gaine,  
Seconded by Dean Young,  
And approved -

That the Committee recommend to the Board of Governors that an appropriation be provided in the amount of \$1,200.00 to cover the estimated cost of Workmen's Compensation for the 1945-46 period.



Ajax Com-  
mittee  
Report  
(Cont'd)

#### Coal Inventory

It was moved by Mr. Gaine,  
Seconded by Mr. Higginbottom,  
And approved -

That the Committee recommend to the Board of Governors that the Superintendent be authorized to purchase coal to the value of \$50,000.00 in excess of any appropriation for coal, in order that an inventory of coal may be maintained.

#### Withdrawals from Student Residences

After some discussion regarding policy in connection with withdrawals from Student Residences, it was decided to leave this matter with the Ajax Residence Committee to administer according to the regulations already approved.

#### Dental Service

It was moved by Mr. Gaine,  
Seconded by Mr. Burns,  
And approved -

That the Committee recommend to the Board of Governors that subject to the condition that no liability for the University should exist, and that satisfactory financial arrangements concerning the costs can be made, a Dental Service as a private practice should be established in the Ajax Division.

#### University Open House Day

The Director reported that an Open House Day would be held Saturday, March 23rd, 1946, in order that members of the University Staff, students and graduates and their friends, could visit Ajax and inspect the various buildings.

#### Appropriation for the Office of the Supervisor of Residence

It was moved by Mr. Gilley,  
Seconded by Dean Young,  
And approved -

That the Committee recommend to the Board of Governors that an appropriation of \$4,000.00 be provided to cover the expenditures for Salaries and Expenses of the Office of the Supervisor of Residences up to June 30th, 1946. The costs of this office had been omitted from the original Estimates and would be a charge against the revenue from the Residences.

#### Hart House Ajax Appropriations

It was moved by Mr. Gilley,  
Seconded by Mr. LePan,  
And approved -

That the Committee recommend to the Board of Governors that \$800.00 be transferred from the appropriation for "Hart House Ajax Furnishings" to the appropriation for "Hart House Ajax Music Equipment" to cover the additional cost of a grand piano, in excess of the cost provided for in the original Estimates.

All of which is respectfully submitted.

(Sgd) Sidney Smith,  
Chairman of Committee  
(Sgd) C. E. Higginbottom,  
Secretary."

March 8th, 1946.

Application  
of Toronto-  
Baptist Sem-  
inary for  
affiliation  
with the Uni-  
versity  
declined

A letter was read from the University Registrar stating that a communication of July 11th, 1945, addressed to the President by Mr. W. Gordon Brown, requesting that the Toronto Baptist Seminary be considered for federation and/or affiliation with the University had been under consideration by the Senate, and that at its meeting held on March 8th, 1946, the Senate had declined to recommend this application to the Board as it was of the opinion that the Seminary was unable to meet the requirements prescribed by Statute for the affiliation of theological institutions. After due consideration the Governors concurred in the report of the Senate and decided that they could not, on the same grounds, grant the request of the Seminary for federation with the University.

Ontario  
Cancer  
Treatment  
& Research  
Foundation  
to be of-  
fered facil-  
ities of  
University

Mr. Morrow informed the Board that a campaign for raising funds had been initiated by the Ontario Cancer Treatment and Research Foundation, and the Bursar was requested to inform the Foundation that the Board were prepared to offer the facilities of the University to them and hoped that we might continue to share in the funds made available for the Foundation for Cancer Research.

Report on  
Salaries  
of Academ-  
ic Staff  
to be con-  
sidered  
at next  
meeting

The Chairman informed the Board that the report of Messrs. Clarkson, Gordon, Dilworth and Nash in connection with Salaries of the Academic Staff would be considered at the next meeting and that copies of the same would be sent to the members of the Board.

Dr. Neilly  
invited  
members to  
dinner and  
Connaught  
Laborator-  
ies

Dr. Neilly extended an invitation to the members of the Board to dinner at the York Club following the meeting of May 9th, and to visit the Connaught Medical Research Laboratories afterwards.

*Indefed  
M.B.*

The meeting adjourned at 6:05 p.m.

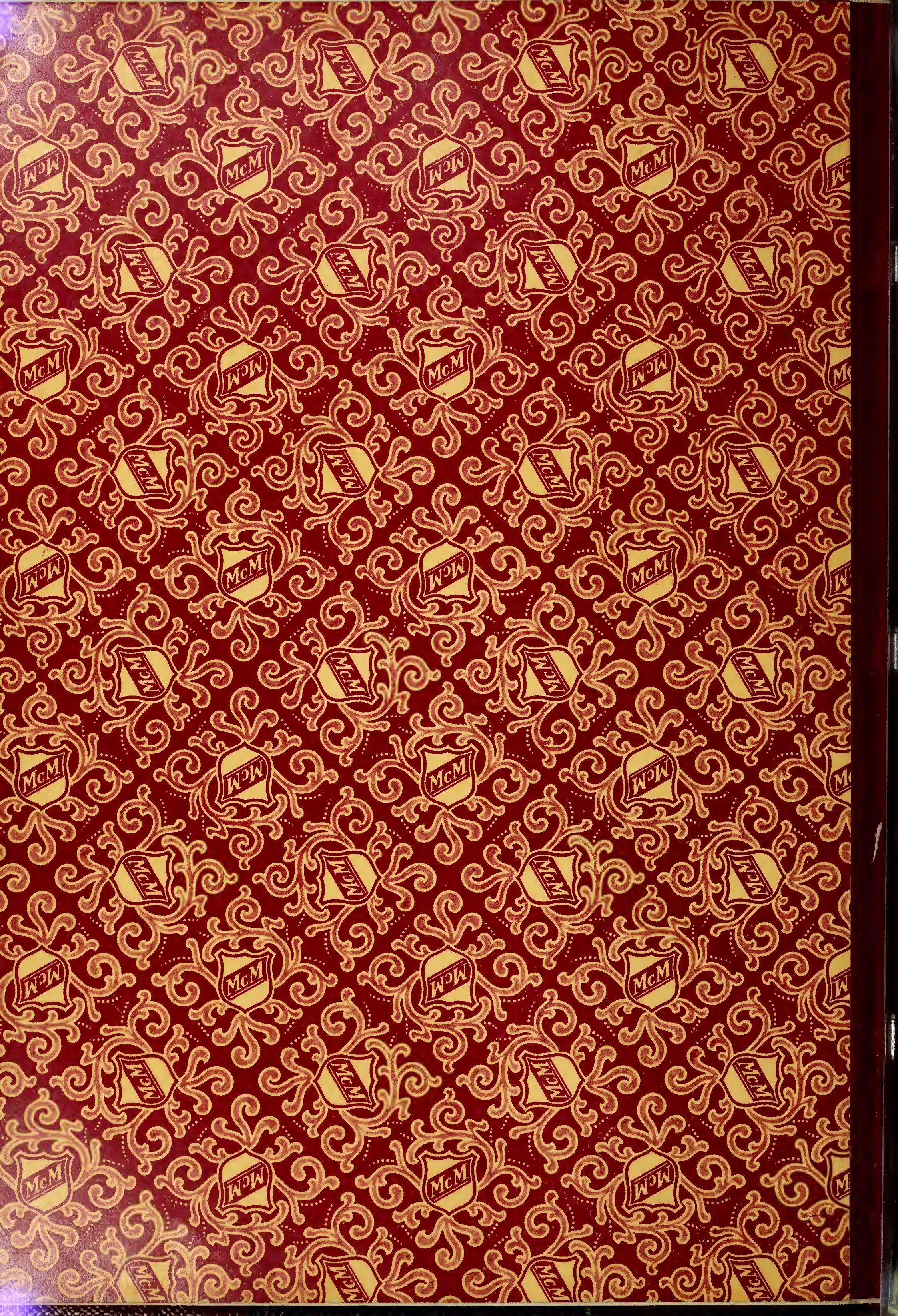
Minutes confirmed.

*March 28<sup>th</sup> 1946*

*H. Z. Phuen*  
Chairman

*C. Higgins*  
Secretary.







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